

**SUNRIVER OWNERS ASSOCIATION
ELECTION COMMITTEE
CHARTER
March 2024**

There is established herein a standing committee to be known as the Election Committee to function under the authority of the Sunriver Owners Association (SROA) Board of Directors to supervise and certify all elections for the SROA.

PURPOSE

The Election Committee is formed to administer all elections and other ballot meetings as specified in the SROA Bylaws, Articles III and IX.

ORGANIZATION

The committee shall be comprised of nine SROA members (including the chair) who shall serve three-year terms, commencing on the first day of September following the date of their appointment. Members' terms shall be staggered so that the terms of no more than three members expire in any one year. Members may serve an additional three-year term but may not serve more than two consecutive three-year terms. The chair of the committee shall be appointed or reaffirmed by the SROA Board annually.

A list of prospective committee members will be developed by the existing committee and appointed by the SROA Board of Directors. In the event a committee member resigns, the committee shall recommend a replacement member for appointment by the SROA Board.

FUNCTIONS AND RESPONSIBILITIES

The sole function of the Election Committee is to conduct and administer all SROA elections. The responsibilities shall include:

1. Verify Sunriver ownership of candidates filing Petitions for Nomination forms prior to giving to the Nominating Committee.
2. Cause notices to be published in the *Sunriver Scene* of upcoming elections over the chairperson's signature as specified in the Bylaws.
3. Count ballots. All election results and vote counts, including candidates and/or measures, will be posted on the SROA office bulletin board immediately after counting is completed. The chair will notify the SROA President (or designated Board member) and SROA General Manager by telephone with the results.

4. The Committee chair shall prepare and certify a report of the election results for the SROA Board.
5. In the event of a prolonged absence of the Election Committee chair, he or she should designate a substitute from among the committee members.
6. The Election Committee may propose changes to the SROA Bylaws or the Election Committee Charter by submitting in writing such changes to the SROA Board.