

The Nominating Process
for the
Board of Directors of The Landings Association

Article 3, Section 3.7 of The Landings Association's Bylaws identifies and establishes the composition of the Nominating Committee as well as the duties and responsibilities of the Committee. The Committee shall recruit, interview and nominate candidates for election to the Board. A Nominating Committee shall be appointed by the Board of Directors no later than the regular May Board meeting each year and shall consist of at least seven members, two of whom shall be a Board member, who may be the chairperson, and the Board member ex officio, plus at least five members who shall not be members of the Board. The Committee's procedures will follow Guidelines established by the Board, and any changes to those Guidelines must be approved by the Board.

The Nominating Committee shall publish the vacancies on the Board, calling for resumes of those willing to stand for election, through official Landings Association online communications and print publications. The Board of Directors shall establish the election day on a date not earlier than September 1 nor later than December 1. The Committee shall nominate at least two candidates for each Board vacancy and will strive to consider candidates who will complement the Board of Directors with a diversity of backgrounds and a variety of perspectives. The Committee shall serve until the new directors are elected and qualify.

The Committee may nominate only Members who meet the following eligibility requirements:

1. Candidates shall be Property Owners or spouses or domestic partners of such Property Owners, provided, however, no Property Owner and his or her spouse or domestic partner may serve on the Board at the same time, and no co-owners of property may serve on the Board at the same time.
2. No persons shall be eligible to be elected to or continue to serve on the Board of Directors if any assessment for such person or such person's Lot or Living Unit is shown on the books and records of the Association to be more than sixty (60) days delinquent.

Eligible persons expressing an interest in being a candidate, will be asked to complete the Board Candidate Application and return it to the Committee Chair. The Board Candidate Application is located on The Landings Association website under Resources/Forms/Miscellaneous Forms.

The Committee shall review all received Board Candidate Applications and associated resumes and other information submitted by each candidate. After all applications have been received, the Chair shall schedule individual candidate interviews with the Committee. The interview is intended to enable the Nominating Committee to assess and evaluate the qualifications of a prospective candidate.

In filling Board of Director vacancies, the Committee may take into account skills needed on the Board and whether the candidate's qualifications fit those specific needs. The Committee may look at factors such as demonstrated financial or business expertise, leadership and

interpersonal skills, strategic thinking, ability to think independently and work collaboratively. The Committee shall evaluate the candidate's knowledge and ability to comply with integrity, ethical and code of conduct standards as outlined in the Code of Conduct included in the Board Candidate Application. The Committee may consider other important factors including full-time residency at The Landings, service on Landings Association committees and volunteerism in business, professional, civic organizations. Preferably, candidates should have served on one or more of The Landings Association committees

During the interview, candidates shall be given the opportunity to ask question(s) about the nominating process, The Landings Association, the Board of Directors or other related issues.

After interviewing each candidate, the Committee members shall select the required number of candidates and shall inform the Board of Directors of the slate of candidates for election. The Chairman shall call all individuals who were interviewed and advise them as to whether or not they were selected. The names of the selected candidates shall be announced and published with accompanying photographs and biographies in *The Landings Journal*.

<https://landings.org/sites/default/files/resources/Governing%20Documents/Bylaws.pdf>