

To: Southwinds Association, Inc. Homeowners

From: Southwinds Association, Inc. Board

Re: President's Nomination

Date: November 21, 2021

The Board is asking for a homeowner to serve as President of Southwinds Association, Inc. The board is requesting any homeowner to let the board know of your interest. If there is no one willing to serve at this time, the board is proposing a second alternative by creating the position of Vice President (Article V of Amended and Restated By-Laws) to serve a tenure for one year. Fred has agreed to continue his responsibilities as President by being nominated for another three-year term (January 1, 2022 to December 31, 2024) with the understanding that during the first year, he will work closely with the Vice President. However, at the end of calendar year 2022, Fred plans to resign from the board. During the December 2022 annual meeting, and with the approval of Southwinds Association, Inc. homeowners, the person serving as Vice President will assume the role of President.

Article V. Section 4: President: "The President shall be the Chief Executive Officer of the Association and, subject to the control of the Board, shall have general and active charge, control and supervision of all its business and affairs. He or she shall preside at all meetings of members and of the Board at which he or she is present. The President shall perform such other duties as the Board may from time to time prescribe."

This year was an anomaly regarding the time involved of all board members because of the threat of litigation. However, it's anticipated that the time commitment of all board members will return to normal time commitments.

The typical time allotted to fulfill the president's responsibilities approximates **24** hours annually:

1. Presiding over board meetings and the December annual meeting in person or via Zoom; **(3 hours)**
2. Preparing for such meetings to prepare the agenda for the annual meeting **(3 hours)**
3. Monitor the work of the Standing Committees: **(3 hours)**
 - a. Pond
 - b. Open Space
 - c. Landscape
4. Respond to phone calls and emails during the year; **(2 hours)**
5. Respond to safety concerns identified either by the board, committee members or homeowners. **(2 hours)**
6. Preparing notices to homeowners and board members **(3 hours)** and
7. Other unknown issues/concerns **(8 hours)**

