

ELECTION RULES OF

RANCHO VENTANA RV RESORT HOMEOWNERS

ASSOCIATION

1. The board of directors shall appoint one (1) inspector of election. The inspector of election shall be any one of the following, as determined by the board of directors at an open board meeting prior to the distribution of the ballot material: a member of the Association, the Association's manager and/or its staff, the Association's CPA, as well as any independent third party. The Inspector of election may not be a member of the board of directors, a nominee for the board of directors, related to a member of the board of directors and/or related to a nominee for the board of directors.
2. The board establishes that the record date for members entitled to receive notice of any Association election, as well as entitled to vote shall be the date fifteen (15) days prior to the day the election materials are sent out by the Association.
3. Only members in good standing shall be entitled to vote and to run for election for the board of directors. A member in good standing shall be defined as any member who is not in arrears in their assessments or in any fines or other dues that may be owing to the Association and who has not received notice of a contravention of the rules and regulations of the Association..
4. The Inspector of election shall determine the number of memberships entitled to vote and the voting power of each membership, hear and determine all challenges and questions in any way arising out of or in connection with the right to vote, shall receive the ballots count and tabulate the ballots, determine the results of the election and shall further perform any acts which may be proper to conduct the election with fairness to all members in accordance with Civil Code 1363.03 and the Association's governing documents. The Inspector of election may also appoint and oversee additional persons to verify signatures and to count and tabulate votes as the Inspector of Election deems appropriate, provided that the additional persons are independent of the board or nominees for the board..
5. Notwithstanding any other law or provision of the Association's governing documents, board of directors election and other matters required to be submitted to the membership pursuant to Civil Code 1363.03(b) shall be conducted by a secret written ballot submitted to the members without a meeting. Ballots and two pre-addressed envelopes with instructions on how to return ballots, must be mailed by first class mail or delivered by the Association to every member not less than thirty (30) days prior to the deadline for voting. In order to preserve confidentiality, a voter may not be identified by name, address or lot, parcel or unit number on the ballot itself. The balloting process shall include all of the following:
 - a. The ballot shall identify all the nominees or, as it relates to any other election,

the proposed action and include the opportunity to specify approval or disapproval of the proposed action.

b. The ballot itself is not signed by the voter, but is placed into a ballot envelope, which is then sealed ("Ballot Envelope"). The Ballot Envelope is then inserted into the second envelope ("Second Envelope") that is then sealed. In the upper left hand corner of the Second Envelope, the voter prints and signs his/her name and lot number.

c. The Second Envelope is addressed to the Inspector of Election and can be mailed by the member or delivered by hand to the Association office at 4410 N. Arrowhead Blvd., Blythe CA 92225. Any member can request a receipt for delivery of their ballot. Failure to sign the Second Envelope shall invalidate the ballot.

d. The sealed ballots shall be kept in the custody of the Inspector of election until after tabulation of the vote, and for an additional nine (9) months following the completion of the election. Thereafter, election ballots shall be stored by the Association in a secure place for no less than one (1) year after the date of the election.

e. Voting can begin upon receipt of the ballot materials. The voting instructions included in the ballot materials will show the date and time by which the ballots must be returned, at which time the polls will close and no further ballots will be accepted. For annual elections to the board of directors, ballots must be received by 5:00 p.m. two days before the annual meeting. For other elections, the date will be as specified in the instructions, provided that at least thirty (30) days must be given to return the ballots to the inspector of election. All ballots must be delivered to the Inspector of Election by Postal Service, overnight delivery service or hand delivery.

f. Since the ballot elections described above are to be submitted to the membership without a meeting, there shall be no proxies permitted in such balloting process (except if necessary to establish a quorum for any membership meeting) If applicable: Cumulative voting shall be permitted by the secret ballot process pursuant to Civil Code 1363.03

g. All votes shall be counted by the Inspector of election or his/her appointee(s) in the Association's clubhouse at the start of a properly noticed open meeting of the board of directors or members. The counting process will be followed by the regular business portion of the meeting. Any nominee or other member of the Association may witness the counting and tabulation of the votes. The inspector of election can cause the removal of any observer who causes interference with or disrupts the counting or tabulation process. Once the inspector of election finishes counting they will announce the results of the election to the meeting.

h. Written ballots may not be revoked once they are submitted to the inspector of election

i. If the owner loses his/her ballot, they may request another ballot, along with appropriate envelopes from the Inspector of Election. However, if it is determined that the owner voted twice, even by mistake, neither ballot would be counted.

6. The balloting process for amendments to governing documents shall be submitted to the membership in a similar manner as the election of the board of directors, except that:

a. The ballots could be sent to the membership at any time and not in

conjunction with the timing of the annual meeting.

7. The results of any election shall be promptly reported to the board of directors and shall be recorded in the minutes of the next board meeting and shall be available for review by members of the Association. Within fifteen (15) days of the election, the board shall publicize the results of the election.
8. The process to run for the board of directors shall be by way of self-nomination. Any member of the association in good standing may submit to the association, within thirty (30) days prior to the date that the election materials are sent to the membership, written notification on the prescribed form of their intent to let their name stand for election.
9. No member shall be provided access to association media for campaign purposes. For purposes of this paragraph “association media” means the Association’s internet website, newsletter/and or other written communication from the Association. The term “association media” does not include, within its definition, the official ballot materials, sent to the membership inclusive, for board of directors election, any biographical description and/or photographs of nominees that are running for the board of directors. Association funds shall not be used for campaign purposes in connection with any election of directors, except that the Association may use funds to distribute a biographical description and photograph of the nominees with the election materials.
10. In each election for the board of directors, the Association shall hold a forum (at no charge) for the nominees at the Association’s Clubhouse prior to the date that the election materials are sent to the membership. The forum will be for the purposes of allowing the members to meet and ask questions of all nominees and all nominees standing for election shall be invited to attend the forum. The Association shall ensure that each nominee is given an equal opportunity to participate in the forum.
11. For ballot measures that are required to be submitted to the membership that are unrelated to board of directors election, the Association shall have a town hall meeting (not a formal membership meeting, but an informal gathering of the members, in which the members can express their points of view) within 15 days of the date when the election materials are sent to the membership to amend the bylaws/CC&Rs or similar ballot measures requiring membership approval.