

KING'S GATE ASSOCIATION, INC.

ELECTION COMMITTEE AND POLICY

MISSION STATEMENT: It is the mission of the Election Committee to design and ensure a smooth and legally valid election in accordance with the Association's governing documents and Florida statutes.

RESPONSIBILITIES:

- Check the incoming voters against the electoral roll to establish their voting rights as well as helping to determine the final turnout.
- Distribute legally valid ballot papers to the electorate.
- Supervise the election to ensure that it is correctly operating and maintaining the secrecy of the ballot.
- Allow voters to cast their votes into the ballot box.
- Counting the votes and releasing the results.
- Seal the ballot box at the end of the election.

COMMITTEE COMPOSITION:

- Chairperson
- Co-Chair
- 8 residents (Must not include current Board members or their spouses, officers or their spouses, or candidates for the Board or their spouses).

PROCEDURES FOR ELECTION OF DIRECTORS (State of Florida Election Regulations)

1. The Election Committee may, but is not required to, check outer envelope information prior to the election meeting. Notice that the committee will meet for this purpose must be posted at least 48 hours in advance. The meeting must be open to all unit owners and must be held on the day of the election
2. After the envelope information has been verified and the eligible voters' names checked off the roster, the outer envelopes may be opened.
3. As soon as the first outer envelope is opened the polls must close and no more ballots accepted.
4. The inner envelopes are first removed from the outer envelopes (that were not disregarded) and placed in a receptacle.
5. The inner envelopes are opened, and the ballots are removed and counted in the presence of the unit owners.
6. Any inner envelope containing more than one ballot is marked "disregarded" and the ballots contained inside are not counted.
7. All the envelopes and ballots, whether disregarded or not, must be retained with the official records of the association for one year.
8. In the event of a tie, the association must conduct a runoff election for the candidates who tied unless the bylaws provide a different method for deciding tie votes. A runoff election is required to be held not less than 21 days or more than 30 days after the date of the election at which the tie occurred.

PROCEDURES FOR VOTE ON DECISIONS

1. The designated owner will receive one ballot to vote on decisions.
2. The ballot may be cast by the designated voter at the voting center or by the designated proxy.
3. The ballots are not sealed and may be counted prior to the close of the election.
4. The ballots will be counted by the Election Committee and the results submitted to the Board of Directors.



KING'S GATE ASSOCIATION, INC

By: Madelyn K. Sulewski
As its President (Corporate Seal)

The Election Committee was adopted within the Articles of Incorporation, inception date August 1, 1974. RE: By-laws, 2.1 (Annual Meeting), 3.4 (Director Election). Committees will function at the pleasure of the Board of Directors. When ideas or projects require a change in committee policy, require funding greater than budgeted when appropriate, or change in Association property, a report must be submitted to the BOD for approval. An annual report of proposed goals for the upcoming season, and a report of accomplishments/projects completed at the end of the season are to be presented to the BOD.