NOMINATING COMMITTEE CHARTER
DEERLAKE VILLAGE COMMUNITY ASSOCIATION

PURPOSE:

To solicit for and nominate candidates for the DVCA Board of Directors to be elected at the December Annual Meeting.

GOALS:

To select individuals with the following qualifications:

Vision for good stewardship of our community
Organizational skills
Soft people skills – a good listener and team player
Interest, commitment, availability
Full-time resident whenever possible

MEMBERSHIP:

The chair shall be a member of the Board of Directors appointed by the Board in June to serve until the close of the Annual Meeting in December. In addition, two persons from each area of Deerlake (when feasible) will be members of the Nominating Committee, with a total of seven persons. Committee members shall be appointed by the Board in July and serve until the close of the Annual Meeting in December.

RESPONSIBILITIES:

- Identify current needs for the Board vacancies and to select candidates to fill these needs.
- Advise the community in the August newsletter of the upcoming election, the committee members, the nominating process, the positions to be filled, and related information.
- Encourage nominations, with a completed application, to be submitted by October 1.
- The Nominating Committee will make every effort to solicit for candidates from each of the three major neighborhoods (Cottages, Meadows and Mountain) to provide the new Board with a membership balance across all of Deerlake Village.
- Interview candidates.
- In interpreting the language of Bylaws 5.2, the Nominating Committee is encouraged by the Board to develop a slate of candidates that numbers at least one more than the number of vacancies to be filled.
- Present a slate of candidates to the Board for informational purposes only.
- Prepare the candidates' resumes and a ballot for the Annual Report.

MEETINGS:

- The committee will hold an organizational meeting and meetings, as needed, to interview and select candidates.
- The committee will host a Candidate Forum in early November in the Clubhouse to present the candidates to our community, each to be given a few minutes to introduce themselves and remain available for Q&A from the audience.

BUDGET:

The Board will provide funds to cover the cost of printing application forms, newsletter inserts, and related items.

5.2 Director Nominations. A Nominating Committee shall make nominations for election to the Board. The Nominating Committee shall consist of a Chair, who shall be a member of the Board, and three or more members of the DVCA. The Nominating Committee shall be appointed by the Board no fewer than four (4) months prior to each annual meeting to serve until close of such annual meeting.. The Nominating Committee shall make as many nominations for election to the Board as it shall in its discretion determine, but in no event fewer than the number of vacancies or terms to be filled. The Nominating Committee welcomes suggestions from DVCA Members regarding potential nominations for election to the Board. Nominations also shall be solicited from the floor of the third quarterly meeting of the Board. The nominating process ends thereafter, in order to allow sufficient time for ballot preparation and voting by mail prior to the annual meeting. All candidates shall have a reasonable opportunity to communicate their qualifications to the members.

This NOMINATING COMMITTEE CHARTER was approved by the DVCA Board of Directors on the 8th of January, 2026.