

IronOaks HOA Governance and Standing Committee Chairperson Policy

1. Purpose:

1.1 To assure that the chairpersons of governance and standing committees have a defined term of office and to establish a set procedure for the selection of new chairpersons.

2. Committee Chairperson Selection Process.

2.1 A three-member Chairperson Selection Committee shall be appointed by the Board of Directors. The Chairperson of the committee shall be the Vice President of the Board of Directors and two members shall be homeowners not presently serving on any IronOaks governance or standing committee. The committee shall begin meetings during the third quarter of the year to review the status of the governance and standing committee chairpersons.

2.2 Each governance and standing committee chairperson shall be contacted by the Chairperson Selection Committee to obtain their agreement to serve for another year. If the current committee chairperson does not wish to continue in this role or if they are completing their third consecutive year as chairperson of their committee, the Chairperson Selection Committee will declare the chairperson position open. They will interview members of the committee and other candidates from the community at large to develop a list of qualified candidates for the chairperson position vacancy.

2.3 For those governance and standing committees where the chairperson will have served thirty six months or more from the date of appointment as of December 31, the Chairperson Selection Committee will develop a list of qualified candidates eligible for the chairperson position vacancy. The Committee shall consult the Board member who is the liaison for each such committee to obtain that Board member's views concerning the vacancy and the member's proposed candidates, if any.

2.4 The Chairperson Selection Committee will evaluate all the candidates, and develop a list of qualified candidates for each chairperson position vacancy. The Chairperson Selection Committee will present its report to the Board of Directors in December. The Board of Directors will evaluate the recommendations of the Chairperson Selection Committee, determine the candidates most qualified to fill the vacancies, and confirm selected candidates during the Board meeting in December. Confirmed candidates will be notified in December to facilitate their commencing work on January 1. Formal approval of appointments will be made

at the January meeting of the Board. These appointments shall be for the period January 1 through December 31 of each year.

3. Term of Office.

3.1 The term of office for all governance and standing committee chairpersons shall not exceed 36 months from the date of appointment by the Board of Directors. Each chairperson's term can be extended up to 12 months if, in the judgment of the Board of Directors, such extension would be in the best interest of the IronOaks Community.

3.2 Should the chairperson of any governance or standing committee be unable to complete their annual appointed term, the Chairperson Selection Committee shall conduct the established procedure for filling a committee chairperson vacancy. Completion of a partial chairperson term will count as a full year of service.

4. Other Limitations.

4.1 The outgoing chairperson of governance or standing committees may continue to serve on the committee as a member-at-large. The previous chairperson cannot hold the position of vice chairperson or secretary for at least 12 months from the date a new chairperson was selected.

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