



March 18, 2024

RE: Call for Candidates
2024 Annual Meeting & Election of Directors

Dear Community Members,

The 2024 Annual Meeting is scheduled for May 13th, the time and location for which is yet to be determined. A notice confirming these details will be distributed shortly along with voting materials. The meeting will be hosted in-person, but Members will have the option to vote by mail, on-line or by Ballot submission at the Annual Meeting.

At the Annual Membership Meeting, the homeowners will elect three (3) community members to serve on the Associations Board of Directors for the next two (2) years. If you are interested in serving your neighbors as a member of the Board, please complete and return the enclosed Nomination Form by March 25th. Nominations received after this deadline will not appear on the ballot but may still run as write-in candidates upon nomination from the floor of the Annual Meeting.

Enclosed, please find a recently adopted Bylaws Amendment that expands access to voting and meeting attendance through electronic means. A copy of the Amendment is also available on the website at www.ponderosaridgehoa.com.

We look forward to another successful Annual Meeting. Please reach out to Rockwood Property Management with questions or concerns.

In partnership,

Rockwood Property Management
For Ponderosa Ridge Homeowners Association
WEBSITE: www.ponderosaridgehoa.com

PHONE: (509) 321-5921

EMAIL: ponderosaridgehoa@rockwoodpm.com



Ponderosa Ridge HOA

Board of Directors Resolution

Bylaws Amendment: Online Meetings + Mail & Electronic Voting

WHEREAS the Ponderosa Ridge HOA Bylaws Article 8 states that the Bylaws may be amended at any time and in any manner through Board resolution, provided that such resolution is not inconsistent with the Articles, Declaration or the law;

WHEREAS the Bylaws do not specifically allow for membership vote by mail or electronic voting, yet Article 2 mandates that the Board host meetings regularly to conduct business on behalf of the Association;

WHEREAS the landscape of business practice is evolving to utilize technology and provide greater access; conversely, meeting spaces that suit the Association's needs are increasingly more difficult to secure;

WHEREAS the Board of Directors and Membership at large continued with Association business via Zoom when Covid restrictions made it impossible to meet in person, confirming that online platforms are a valuable tool for extending access to community members who wish to participate;

LET IT BE RESOLVED that the following Bylaws Amendments are hereby adopted forthwith. No text is proposed to be removed from the current language; the only change is the addition of the bolded/highlighted text in each of the Articles listed below.

*"Article 2.2 Voting Requirements. Any action by the Association which must have the approval of the Association membership before being undertaken shall require the vote of a majority of the votes entitled to be cast by the Members **represented by electronic or mail-in ballot or** present or represented by proxy at a meeting at which a quorum is present..."* (The remainder of this section is unchanged.)

*"Article 2.3 Quorum. The presence in person or by proxy **or by written or electronic ballot** of at least twenty-five percent (25%) of the voting power, both classes combined (and the presence of the Declarant, where the Declarant owns at least 15% of the Lots in the Project) shall constitute a quorum..."* (The remainder of this section is unchanged.)

*"2.7 Notice and Location of Meetings. ...Meetings of the Association shall be held within the Property, **online or by any other electronic means that complies with open meeting requirements**, or at a convenient meeting place close to the Property..."* (The remainder of this section is unchanged.)

*"3.5 Regular Meetings. Regular meetings of the Board shall be conducted at least quarterly at a time and place within the Property, **online or by any other electronic means that complies with open meeting requirements**, or at a convenient meeting place close to the Property..."* (The remainder of this section is unchanged.)

The above stated Bylaws Amendments shall go into effect upon distribution to the Membership, which is scheduled to accompany the 2024 Board of Directors Election Call for Candidates later this week. This resolution is adopted by unanimous written consent of the Board, as attested by the Board President's signature below.

DocuSigned by:

Ben Phillabaum

3/14/2024

Attested:

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Ben Phillabaum, Board President



2024 Annual Meeting & Election Board of Directors Candidate Nomination Form

Three (3) Director Positions are up for election at the forthcoming Annual Meeting. Upon election, each Director serves a two (2) year term. Candidate nominations are due to Rockwood Property Management by 10:00 am on March 25, 2024. Nominations received after this deadline are welcome to run as write-in candidates, but their name(s) will not appear on the Board of Directors Election Ballot.

Please complete this form and return to ponderosaridgehoa@rockwoodpm.com or by mail to Ponderosa Ridge HOA, 1421 N Meadowwood Ln Suite 200, Liberty Lake WA 99019. If you prefer to submit your nomination via email but do not have access to a printer/scanner, please type the information requested below into the body of an email and send to the address specified herein.

Nomination Submitted by (print your name): _____

Candidate's Name: _____ Phone No: _____

Candidate's HOA Address: _____

Candidates are encouraged to include a photo along with their statement.

Candidate's Statement / Biography: _____

Please feel free to include any information you feel is pertinent to your Board of Directors nomination. Be advised that your name, photo and statement/biography will be published for consideration by all homeowners in advance of the Annual Meeting.

Thank you for your interest in serving your HOA.