



Dear Bridgefield Estates Homeowners,

The current Board is now accepting nominations for all positions for the HOA Board. Please fill out the information below and **submit by August 3rd**, to: Bridgefield Estates HOA, PO Box 291, Saline, MI 48176. You may also email your intent to Info@BridgefieldEstates.com. Once we have a list of those interested, ballots will be sent out to each owner. One vote per unit will be permitted.

Officer and Board Member duties are as follows:

President: The president shall be the chief executive officer of the Association. (S)He shall preside at all meetings of the Association and of the Board of Directors. (S)He shall have all of the general powers and duties which are usually vested in the office of the President of an association, including but not limited to, the power to appoint committees from among the members of the Association from time to time as (s)he may in her/his discretion deem appropriate to assist in the conduct of the affairs of the Association.

Vice President: The Vice President shall take the place of the President and perform his/her duties whenever the President shall be absent or unable to act. If neither the President nor the Vice President is able to act, the Board of Directors shall appoint some other member of the Board to do so on an interim basis. The Vice President shall also perform such other duties as shall from time to time be imposed upon him/her by the Board of Directors.

Secretary: The Secretary shall keep minutes of all meetings of the Board of Directors and the minutes of all meetings of the members of the Association; (s)he shall have charge of the corporate seal, if any, and of such books and papers as the Board of Directors may direct; and (s)he shall in general, perform all duties incident to the office of the Secretary

Treasurer: The Treasurer shall have responsibility for the Association's funds and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Association. (S)he shall be responsible for the deposit of all monies and other valuable effects in the name and to the credit of the Association, and in such depositories as may, from time to time, be designated by the Board of Directors

Board Members: Will agree to attend monthly meetings and assist the Officers as needed.

Thank you for your consideration!

The Bridgefield Estates Homeowners Association Board of Directors

Nomination Form - Mail to Bridgefield HOA, PO Box 291, Saline, MI 48176 or email info to bridgefieldestatesweb@gmail.com

I will run for the position of _____

Name: _____

Address: _____

Phone: _____

E-mail: _____