

**UNIVERSITY OAKS CIVIC CLUB
BOARD OF DIRECTORS ELECTION PROCESS**

Each member of the University Oaks Civic Club Board of Directors (“Board”) serves a two-year term. The terms begin in September, run a total of 21 months, ending in May.

SOLICITATION OF CANDIDATES

If you are a property owner in University Oaks and you would like to run for a position on the University Oaks Civic Club Board of Directors, please complete and submit a Board of Directors Nomination Form (“Nomination Form”) to have your name placed on the ballot. Completed forms should be emailed to elections@universityoaks.org.

SCHEDULE OF EVENTS

2nd Wednesday in February: Civic Club Gathering & Board Meeting: During the Board meeting (7:30 p.m. – 8:30 p.m.) any property owner may nominate themselves as a candidate for the election of the Board. If you announce in person, you must still submit a completed Nomination Form. If you cannot attend the meeting but would like to run for the Board, please email your Nomination Form to the contact information provided.

3rd Tuesday in February: University Oaks homeowners gathering to share neighborhood celebrations and concerns through a “Neighborhood Review Conversation.” You may turn in your Nomination Form at this meeting to submit your name as a candidate for the upcoming election.

2nd Wednesday in March: Civic Club Annual Meeting and Board Meeting: From 6:30-7:30 PM, the hour before the meeting, an additional “Neighborhood Review Conversation” followed by an opportunity for property owners to register their intent to run for the Board by submitting a Nomination Form. Nominations from the floor for election to the Board will also be taken at this meeting. **Please note that you can only nominate another property owner to run for the Board if that person has agreed to such nomination by completing a Nomination Form.** If you cannot attend the meeting but would like to run for the Board, please submit your form via email. A Board meeting will follow from 7:30 p.m. – 8:30 p.m. ***THE FINAL DEADLINE TO SUBMIT YOUR NOMINATION FORM IS THE DAY OF THIS BOARD MEETING BEFORE MIDNIGHT.***

2nd Wednesday in April: Civic Club Gathering and Board Meeting: Prior to the meeting, from 6:30 p.m. – 7:30 p.m., all nominees on the ballot for the upcoming Board of Directors election will introduce themselves to the neighborhood. Their introduction will include basic information about themselves and why they want to be on the Board. Board meeting to follow, 7:30 p.m. – 8:30 p.m.

3rd Saturday in May: Breakfast on the Bayou and Board of Directors Election: Potluck breakfast and election, 9:00 a.m. – 10:30 a.m. **Location:** Graduate Circle.

Please be aware that reminders about these election-related events will be sent by e-mail and/or posted on the UO website. Election results will be sent out by email following the tallying of the votes. Per the University Oaks deed restrictions, only one vote may be cast for each lot.