



Steeplechase Community Services Association
RULES, REGULATIONS, POLICIES & SPECIFICATIONS

ELECTION RULES & NOMINATION FORMS

1. Steeplechase Community Services Association is governed by a 5-person Board of Directors. Members are elected for staggered three-year terms at the Annual Homeowners' Meeting. All homeowners and tenants are eligible to run for a position on the Board. Details on the annual meeting, number of Board positions to be filled, and nomination and proxy forms are sent to each homeowner prior to the annual meeting.
2. All nominations must be in writing on the form approved by the Board (see Attachment). Nominees must respond to all questions on the form. If additional space is needed, separate sheets may be attached to the Nomination Form. Forms must be signed by the nominee, the nominator and the second.
3. All nomination forms must be submitted to Community Management Professionals, LLC (CMP) in accordance with the timetable established in advance of each election.
4. Nominations may not be made from the floor on the night of the annual meeting unless the number of nominees received in accordance with the announced timetable is not sufficient to fill the open Board positions.
5. All proxies must be in writing on a form approved by the Board (see Attachment) and received by the Board Secretary, his/her designated representative or CMP no later than forty-eight (48) hours prior to the start of the annual meeting. Proxies received after that time will count for a quorum only.
6. All nominees must be in good standing with the Association and must have paid any amounts owing to the Association.
7. No more than one resident per unit and no more than two residents per building, and no more than two tenants may serve on the Board at the same time.
8. Each candidate will be given the opportunity to speak before the owners at the annual meeting.

Adopted 10/94
Reviewed 7/8/04; 2007: 3/1/08
Revised 7/3/2008; 1/5/00
Revised and Reissued: January 1, 2011
Revised and Reissued: January 20, 2014

Board President Judi Lewis Date 1-20-14

Board Secretary Michael J. Conner Date 1-20-14



c/o Community Management Professionals, LLC
102 Broadway Street, Suite 500, Carnegie, PA 15106-2486
PHONE (412) 279-9280 FAX (412) 279-3031
www.cmpmgt.com

Steeplechase Community Services Association
Nomination Form

I nominate _____

of (address) _____ for
election to the Board of Directors.

Name and address of **NOMINATOR**: _____

Signature of **NOMINATOR**: _____
(Signature Required)

I second the above nomination (Name and address of **SECOND**): _____

Signature of **SECOND**: _____
(Signature Required)

*I accept the nomination to run for election to the Board of Directors,
Steeplechase Community Services Association.*

Signature of **NOMINEE**: _____
(Signature Required)

Nominee's Name: _____

Nominee's unit address: _____

Nominee's experience/education/training: _____

What are your short-term priorities for Steeplechase? _____

What are your long-term priorities for Steeplechase? _____

What is your reason for becoming a candidate for election to the Board of Directors? _____

Would there be a conflict of interest between your serving as a member of the Board of Directors and your personal or business interest? _____



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PROXY

Per the election rules of Steeplechase Community Services Association, Proxies must be received at the management office no later than 48 hours prior to the Annual Meeting in order for the proxy to be counted for voting purposes. Proxies received after _____, will only be accepted for quorum purposes.

I/We, _____ and _____
 (Complete names of all owners of record)

being the owner(s) of the homeowner unit located at _____

 (street address including city, state and zip code)

and being (a) member(s) in good standing of the Steeplechase CSA, under the provisions of the duly recorded legal instruments governing the Association do hereby authorize and appoint:

_____ of _____,
 (full name of proxy holder)

 (street address including city, state and zip code)

said person having duly represented himself/herself as being a member in good standing of the community, to be my/our Proxy, to represent me/us on the issues to be discussed at the membership meeting of the Steeplechase Community Services Association, Inc. to be held on _____, at the _____ and to vote on my/our behalf on the issues submitted to a vote at this meeting.

This Proxy carries with it full right for the Proxy Holder to cast his/her vote(s) as he/she feels fit.

 Signature of Person Granting Proxy Date

 Signature of Person Granting Proxy Date

 Signature of Proxy Holder Date

ATTEST:

 Board Secretary's Signature Date