

3 Cherry Way BOD and Committee Application Process

1. Complete 3CW HOA Board / Committee Interest Application (FORM 2022-009). Application form is available on the 3 Cherry Way Website www.3cherrywayhoa.com under General Forms > 3CW Member Forms, or by request from the Candidate Committee. Include any relevant experience and a brief interest statement applicable to specific committee: elected Board of Directors (BOD) , elected Architectural Control Committee (ACC), or appointed Standing Committee positions. Only 3CW owners of record are eligible to apply.
2. Sign and Date. All applications for BOD / ACC elected positions are due by March 31 each year for candidate to be included on ballot for election during the May General Membership Meeting, per Article 3, Section 3-1 of the 3CW HOA Bylaws.
3. Return application to Candidate Committee via Email or hand deliver. Any applications received by the BOD will be forwarded to the Candidate Committee.
4. All applications received will be acknowledged by confirmation email or hand delivered letter from the Candidate Committee. If hand delivered, the recipient shall sign and date a copy of the acknowledgement letter for 3 Cherry Way Records.
5. An informal, in-person interview will be conducted by the Candidate Committee for all applicants to discuss interest and commitment to the subject position. Interviews for elected position candidates must take place within seven (7) days of March 31 each year.
6. ELECTED POSITIONS - Candidate applications for elected positions shall be forwarded to the BOD for verification of eligibility in accordance with the 3CW HOA Governing Documents and the Voting Election Policies and Procedures by April 8 of each year. Results shall be reported to the Candidate Committee. The Candidate Committee shall notify candidate of eligibility or disqualification by email or letter. Candidates shall confirm their interest with the Candidate Committee by April 15. Names shall then be placed on the ballot for the May General Membership Meeting. Should a vacancy arise for a BOD/ACC position after election, the BOD may appoint a replacement Member from the eligible applicants on file for the remainder of the term, in accordance with the 3CW HOA Bylaws and amendments.
7. The Candidate Committee may hold a Meet the Candidate Meeting no less than 2 weeks prior to any election for eligible candidates. Candidates will also have an opportunity to speak at the May General Membership Meeting.
8. APPOINTED POSITIONS – Candidate list for appointed positions shall be forwarded to the BOD for consideration of appointment to respective committee. Term of appointment shall be one year, in accordance with the 3CW Bylaws and amendments.
9. Records will be kept of all applications received including disposition of the application (i.e., appointment date, election date, withdrawn date, disqualification date, and term of seated position) as required 3CW Bylaws and amendments.