



CANYON RIVER HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE CHARTER

Purpose: The purpose of the Nominating Committee (NC) is to produce as many nominations for election to the Board of Directors as will be vacant and are required to be filled pursuant to the CR HOA Bylaws 5.1 and 5.2.

Composition: The NC shall consist of a Chairman, who shall be a member of the Board of Directors and the primary contact and lead the committee in its responsibilities, and two (2) or more members of the association. The committee shall be appointed by the Board of Directors not less than thirty (30) days prior to each Annual Meeting. When possible, the committee will consist of representatives from different neighborhood areas (Estates, Anglers Bend Way, Cahill, Townhomes and future developments).

Responsibilities:

- I. Request nominations from association members through word of mouth and the Summer Homeowner Letter produced by the Board of Directors.
- II. As a committee, evaluate self-nominations and recommendations from other members for the qualifications to serve on the Board of Directors.
- III. Provide a slate of directors to the Board of Directors and Latitude Management to be voted on at the Annual Meeting.

Meetings: The NCC will meet at least twice to conduct committee business. The first meeting should discuss the number of vacancies on the Board of Directors to be filled and the skillset that is desired to fill those seats. The second meeting should discuss self-nominations and recommendations from others to compile a slate for presentation at the HOA's Annual Meeting. Other meetings can be scheduled as determined by the Chair and the committee.

Reporting:

- Provide a slate of director nominations to the Board of Directors and Latitude Management no later than 20 days prior to the Annual Meeting.
- Introduce slated directors at the Annual Meeting as part of the NC report on the meeting agenda.
- Assist with counting election votes as needed.

Termination: The NC will continue until the close of the Annual Meeting in which the Committee is convened to provide nominations.

Amendment: This charter may be amended by a majority vote of the Board of Directors as long as the amendments do not contradict the Bylaws provisions for Nomination and Election of Directors. This charter will be reviewed annually.