

## HLR: NEC Meeting: 8 Dec 2021 - Meeting Minutes

1. Attendees: Members: Karen T, Beckie H, Claire P and Eileen A. PO attending: Tommie S.
2. Made Final Edits to our Nomination letter: See encl 1. Fixed date, fixed zip code; reduced to one page; comment reference Ethics Statement remained the same as included in our approved NEC procedures and board approved 6/20/09 and renamed 11/14/2013.
3. Reviewed of potential candidates: NEC co- chair to contact potential candidates so they can start considering.
4. Updated NEC timeline for the March meeting:
  - December 28, 2021- no later than (NLT) 60 days before Annual meeting--- mail letter announcing annual membership meeting and soliciting for nominations - 15 days for response.
  - NLT January 3, 2022 – Email blast to all property owners (by HLR POA Secretary)
  - NLT January 20th, 2022 - 45 days to Annual- Names submitted & consolidate nominees, prepare ballots
  - NLT February ~~3rd-5th~~, 2022 - 30 days before meeting- send out ballots
  - **NLT February 18, 2022 – send out reminder email to mail back ballots**
  - March 2nd, 2022 - 3 days before Annual meeting- final PO box pick up of ballots
  - March 5th, 2022-- Annual Membership meeting- open ballots
5. Reviewed agenda for Membership meeting:
  - 11:30 – potluck
  - No guest speakers but we encourage Committee Chairs to give a no more than 2-minute update on their committees (2021 highlights & member recruitment); and a Ranch Update/2022 budget.
  - Discussed potluck: committee members to bring main dishes or hardy salads; E to bring water/coffee; C to bring plates, napkins and utensils; we “encourage” neighbors will bring a side dish of their choice.
6. Next Meeting: 27 Dec at 3pm. Contact [admin@hlrpoa.com](mailto:admin@hlrpoa.com) for location. All PO are welcome. Agenda: stuff envelopes; review draft ballots and election packet; review draft emails X2 to be sent to POs per the schedule above; review NEC motions for action; prepare report to the BOD for Jan BOD meeting.

Encl 1: Nomination letter: final version

Nomination Letter to POs  
Final V3

December 28, 2021

Dear HLR Property Owners,

In accordance with our governing documents, High Lonesome Ranch Estates will host its Annual Membership Meeting and election on Saturday, March 5, 2022, at 1PM, at Schieffelin Hall, located at 402 E Fremont Street, Tombstone, AZ 85638. Every property owner is welcome and encouraged to attend. Prior to the Membership Meeting, the Board invites everyone to a potluck at 11:30am at the same location.

During the annual membership meeting we will vote on candidates to fill one vacant board position for a three-year term. The purpose of this letter is to inform you of the Annual Membership meeting and to recruit volunteers to run for office to fill the position. We encourage any property owner to run for election.

Duties of the board of directors are described in our 2021 Bylaws, Section 7.2. The Bylaws can be found on our website ([hlrpoa.com](http://hlrpoa.com)) under the Governing Documents tab. To serve on the board, a property owner must be willing to devote the time and effort to conduct Association business, agree to abide by the Ethics Statement for HLR Board of Directors, become familiar with our HLR governing documents, attend a majority of board meetings, and be a member in good standing. To serve on the board, you do not need to live on the ranch, and you may attend board meetings in person or by phone.

If you are interested in running for a board position, please submit a brief (less than 200 words) statement about yourself and why you would like to serve on the board to our Nomination and Elections Committee Co-Chairperson, Karen Tribby, at [admin@hlrpoa.com](mailto:admin@hlrpoa.com) or P.O. Box 215, Elfrida, AZ 85610, to arrive no later than January 20, 2022. Consolidated candidate statements will then be mailed out to association members with the election ballots.

We hope you will volunteer and become engaged in serving in our Association. We look forward to hearing from you. If you have questions, please call Karen Tribby at 928-899-2140 or contact any board member at [admin@hlrpoa.com](mailto:admin@hlrpoa.com).

Sincerely,

Karen Tribby  
Co-Chair, Nomination and Elections Committee  
928-899-2140  
[ktribaz@gmail.com](mailto:ktribaz@gmail.com)