

CARRIAGE HILLS COMMUNITY IMPROVEMENT ASSOCIATION, INC.  
NOTICE OF ANNUAL ELECTION & CANDIDATE NOMINATION APPLICATION PACKET



**NOTICE OF ANNUAL ELECTION - 2017**

The Annual Property Owners' Meeting and Election will be held on Tuesday, **May 16, 2017** at the Needham Fire Station  
15341 Lake Lamond, behind the Exxon station, at 7:00 p.m.

There are 4 - three-year term Director positions, open in May 2017, for the CHCIA, INC. Board of Directors. *At the conclusion of the election results for the 2017 Election, the new Board will determine a method for who will serve 2 year terms and who will serve 3 year terms.* This will facilitate maintaining staggered terms for the future.

Anyone interested in running for a position should complete the attached form and return it to Donnie Kramer at Magnolia Property Management, [donnie@magprop.com](mailto:donnie@magprop.com) no later than **April 24, 2017**.

**APPLICATION FOR NOMINATION AS A CANDIDATE FOR ELECTION TO THE  
BOARD OF DIRECTORS OF CARRIAGE HILLS COMMUNITY IMPROVEMENT ASSOCIATION, INC.**

In deciding to become a candidate, please take into consideration the following:

Are you willing to serve a three-year term? Are you familiar with Carriage Hills, By-Laws, Deed Restrictions, and Rules/Regulations and general operation and purpose of Carriage Hills Community Improvement Association, Inc. (CHCIA, INC)? Would you be willing to attend Board Training if offered? Are you familiar with Texas Property Code 209 and all other Texas Property Code chapters which may affect the governing of our Home Owners Association, sometimes referred to as Property Owners Association?

Are you a self-starter who can articulate your thoughts? Are you a good listener? Are you respectful of others even under pressure? Can you work with and respect others when your ideas are scrutinized...can you offer helpful suggestions or positive criticism without sarcasm...can you accept responsibility for your actions and decisions...can you be discreet...can you refrain from attempting to publically embarrass other Board members or property owners; and if you discuss meetings, voice only your input and not the input of others? Do you understand information regarding individual property owners must be held in strict confidence and refrain from publishing or relaying such information to anyone...can you set aside your personal goals for the good of the Carriage Hills community as a whole?

Are you comfortable learning new things outside of your experience? Are you comfortable and knowledgeable about budgets and expenditures? Are you willing to serve on committees, would you be comfortable heading a committee, working with people on your committee, and keeping the whole Board informed of committee activities? Are you comfortable calling strangers and companies for information? Are you willing to attend numerous board and committee meetings, usually held in the evening hours? Are you willing to pitch in to accomplish a project or activity when there might be insufficient community volunteers to assist? Can you be available to respond to emergencies should they arise?

Do you have access to a personal computer so that you can receive emails, reports, agendas, and other information? We are now in an age of electronic correspondence; many times it is essential for Board members to communicate issues of emergency and/or non-emergency issues for agendas, etc. It is sometimes important to acknowledge questions and ideas via electronic notification. Are you willing to respond to emails for Board Members in timely manner? Understanding that Board actions must be discussed in a formal open Board of Directors meeting in which those actions become part of the minutes of regular open meeting. Are you willing to communicate with all Board Members regardless of any personal difference you may have with any other Board Member(s)? The Board of Directors must work as a team in order to carry out the responsibilities and actions of the Board in a manner which best serves the majority of all property owners and Carriage Hills as a whole.

*As stated in Property Code Sec. 209.00591(b), a candidate or board member, up on written proof, cannot have be convicted of a felony or crime involving moral turpitude, within the last 20 years.*

I wish to be considered for nomination in the election for the Board of Directors of the Carriage Hills Community Improvement Association, Inc. (CHCIA, Inc.) to serve a:  **three-year term.**

If nominated and elected, I agree to devote as much time as will be required to effectively conduct Board business. I agree to perform the duties of the position for which I may be designated and to work cooperatively with all directors and officers, contractors, maintain confidentiality of property owners, and treat with respect all property owners of Carriage Hills.

**NAME:** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_  
(PLEASE PRINT) (PLEASE PRINT)

**ADDRESS:** \_\_\_\_\_ **SEC.** \_\_\_\_\_ **BK.** \_\_\_\_\_ **LOT(S)** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CARRIAGE HILLS COMMUNITY IMPROVEMENT ASSOCIATION, INC.  
NOMINEE INFORMATION – FOR NOMINATION AS A CANDIDATE TO THE BOARD OF DIRECTORS**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ TX

PHONE #: \_\_\_\_\_ CELL #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

I HAVE BEEN A PROPERTY OWNER IN CARRIAGE HILLS FOR \_\_\_\_\_ YEARS \_\_\_\_\_ MONTHS

FAMILY INFORMATION (OPTIONAL): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I HAVE SERVED ON THE FOLLOWING CARRIAGE HILLS COMMITTEES AND OR BOARD POSITION:**

\_\_\_\_\_ POSITION: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

\_\_\_\_\_ POSITION: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

\_\_\_\_\_ POSITION: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

\_\_\_\_\_ POSITION: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

**MY PROFESSIONAL OR LIFE EXPERIENCE WHICH I FEEL WILL BE BENEFICIAL IN A POSITION OF DIRECTOR:**

\_\_\_\_\_

\_\_\_\_\_

**COMMUNITY INVOLVEMENT, AFFILIATIONS, SPECIAL INTERESTS, HOBBIES, PROFESSIONAL ORGANIZATIONS, OTHER SUBDIVISIONS, SCOUTING, ETC.:**

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**PLEASE EXPLAIN YOUR VISION AND GOALS IN SERVICE AS A MEMBER OF THE BOARD OF DIRECTORS:**

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