

Palmetto Dunes Property Owners Association (Association)
Annual Election of Directors and Bylaw Amendment Vote
Administrative and Procedural Rules
Policy A-2026-04

Pursuant to the Association's Bylaws, the Board of Directors has adopted these administrative and procedural rules for the Annual Election of Directors and Bylaw Amendment Vote (if applicable).

Election

1. The Notice of Election, including a Ballot for election of directors and vote on bylaw amendments (if applicable), is to be mailed to the Members by August 20 by United States Mail with proper postage affixed. Alternatively, the Notice of Election and Bylaw Amendment Vote (if applicable) including instructions for accessing an electronic ballot shall be emailed on or before September 1 to Members who have requested to receive correspondence from the Association by electronic means. The Notice shall be published in the Association's Newsletter for the September edition. The Notice shall comply with the provision of Article III, Section 2 of the Bylaws.
2. For each election and bylaw amendment vote (if applicable), Members may cast their vote either (i) electronically, through a web portal designated by the Association for that purpose; or (ii) by paper ballot. The emailed Notice shall contain: (i) instructions for accessing and casting an electronic ballot; and (ii) instructions on requesting a paper ballot and the return thereof. The postal mailed Notice of Election and Bylaw Amendment shall contain both: (i) a paper ballot and a self-addressed envelope for the return thereof; and (ii) instructions for accessing and casting an electronic ballot.
3. Members entitled to notice and eligible to vote shall be determined using the membership registry as of one business day prior to the date of mailing of the Notice.
4. The commencement date for the Annual election shall be September 1, unless the Board establishes a different date in any year as allowed by the bylaws which date shall be not more than sixty (60) days, nor less than thirty (30) days prior to the Annual Meeting.
5. Voting shall remain open for 30 days after the commencement date; therefore, voting will be closed on September 30 at 11:59 PM unless the Board establishes a different period in *advance* of the election, as provided for in the bylaws.
6. The paper ballot and the electronic ballot shall list the names of all nominated candidates, whether each is seeking a full term or the vacated term, and indicate how each candidate was nominated. If bylaw amendments are proposed, both paper and electronic ballots shall also list the proposed amendments, as well as their purpose.
7. Any vote cast after September 30 at 11:59 PM (or the alternate date established by the Board) shall not be counted. Paper Ballots returned to the address shown on the self-addressed envelope delivered with the Notice or requested by a Member receiving the Notice by email, which bear a US Postmark dated on or before September 30 and received on or before October 4, shall be counted. All other paper Ballots returned shall not be counted.
8. Once cast, a Member's vote may not be changed or withdrawn.
9. Cumulative voting shall not be permitted. Members shall not cast more than one (1) vote for each Board vacancy to be filled.

10. The candidates receiving the largest number of votes cast for each type of term shall be elected to fill those positions.
11. In the event of a tie for the final full term or the vacated term, a run-off to decide the tie vote shall be conducted at the Annual Meeting, by a ballot vote of the Members present in person, by proxy, or attending remotely.
12. If there was at least one more candidate than vacant seats available, the Board of Directors shall appoint the Association's attorney to audit the election process and voting and certify the election results to the Association. The election facilitator retained by the Association shall provide the Association's attorney with the results of the election together with such information as the Association's attorney shall deem necessary and appropriate to determine the prevailing Directors.
13. Following certification of the election results, the Association shall notify each candidate of the certified election results.
14. The Association shall notify the Members of the election and bylaw amendment (if applicable) results at the Annual Membership Meeting.

The Association shall post to the Association Membership website within 15 days of announcing the results, a tabular breakdown of the results of the election of Directors, which shall include: (a) the total number of votes cast, (b) the total number of candidates, (c) the candidates and the votes each received, and (d) the number of disqualified ballots received.

Revised approved by the Board of Directors on May 27, 2026