



Kings Contrivance Community Association

Amherst House 7251 Eden Brook Drive, Columbia, Maryland 21046

(410) 381-9600 Kings@VillageofKC.org

SEEKING ELECTION TO THE KINGS CONTRIVANCE VILLAGE BOARD

Thank you for expressing interest in serving on our Village Board (4-seats available). Each term is for 2 years beginning May 1, 2024.

All residents 18 years or older are eligible to seek election (exceptions are residents notified by our office that they are not in compliance with the covenants and ineligible to vote).

To run for election, you will need to complete a nomination petition. The nomination petition needs at least 10 residents of Kings Contrivance over the age of 18 to sign your nomination petition.

The Election Committee will accept nomination petitions March 1 through March 21, 2024 at 5pm only. They can be brought to Amherst House in-person or emailed to Kings@Villageofkc.org. An optional candidate statement of no more than 150 words is due to the village manager at Amherst House by March 25, 2024 at 5pm. This can be brought in-person or emailed to Kings@Villageofkc.org.

Elections will be held Friday, April 19 from 5 to 7 pm and Saturday, April 20 from 9 am to 1 pm. Voting will take place at Amherst House. Absentee ballots are available beginning Thursday, April 4 and must be returned by Thursday, April 18 at 5pm. Absentee ballots will be printed in *The Crown Prints, April 4 issue* and are also available at Amherst House.

All board members properties are inspected annually for compliance with the covenants. Board members must be in good standing with the covenants to vote on architectural issues. If a letter of non-compliance is issued, the property needs to be brought into compliance within 30 days.



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KINGS CONTRIVANCE VILLAGE BOARD MEMBERS' DUTIES

The primary responsibility of a village board member is that of advocate. Board members are expected to attend board meetings twice a month, board orientation meetings, and special meetings from time to time. A board member supports this community of residents in the following ways:

- Oversees a budget in excess of \$400,000 in a responsible way.
- Hires, evaluates, and sets direction of the village manager.
- Participates in board goal setting.
- Develops policies in the following areas:
committees; covenants; communications; finances; facilities; programs & staff.
- Appoints committee members and oversees their effectiveness.
- Recommends placement of village amenities (paths, tot lots, etc.).
- Sits as member of The Architectural Committee, hearing appeals of RAC decisions.
- Develops testimony to be presented to other governmental bodies.
- Negotiates and complies with Management Contract between the village and CA.
- Ensures CA's tax exempt status and terms of its bond indentures are not jeopardized.
- Serves a two-year term.
- Maintains his/her property in compliance with the covenants
- Receives no compensation

The village board is covered by directors and officers (D & O) insurance



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OBLIGATIONS (DUTIES) OF CORPORATE DIRECTORS

Corporate directors (village board members) are subject to two primary obligations: **A Duty of Care and a Duty of Loyalty.**

The **Duty of Care** requires a corporate director to participate in the decisions of the board of directors and to be informed as to data relevant to such decisions. Basically, the Duty of Care requires a corporate director:

- to be reasonably informed
- to participate in decisions, including regular attendance at meetings, and to exercise independent judgment on all corporate matters
- to participate in the affairs of the corporation in good faith and with the care of an ordinarily, prudent person in similar circumstances.

The **Duty of Loyalty** requires corporate directors to exercise their powers in the interest of the corporation, not in their own interest or the interest of another entity or person. Corporate directors must disclose any conflicts of interest and act with candor and care in dealing with any such situations.

The board of directors of a corporation does not operate the day-to-day business of the corporation. It delegates that function to other people such as senior staff (village manager). However, the board of directors must set policies and oversee the corporate agents/senior staff.

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VILLAGE ELECTIONS TIMELINE 2024

- March 1 Nomination petitions are available at Amherst House or by email from Kings@Villageofkc.org, and on our website VillageofKC.org. Office hours are Monday to Friday, 10am to 5pm and Saturday, 10am to 1pm.
- March 21 Nomination petitions must be received at Amherst House by 5 pm. or by email to Kings@villageofkc.org. For drop off, Amherst House has an outside mailbox as well as in-person office hours, Monday to Friday, 10am to 5pm and Saturday, 10am to 1pm.
Candidates may submit a 150-word statement by March 25 at 5pm. to go along with their completed nomination petition. These can be submitted by email to Kings@Villageofkc.org or in person at Amherst House. For drop off, Amherst House has an outside mailbox as well as in-person office hours. Monday to Friday, 10am to 5pm and Saturday, 10am to 1pm.
- April 4 Absentee ballots available at Amherst House. Call (410) 381-9600.
Office hours are Monday to Friday, 10am to 5pm and Saturday, 10am to 1pm.
Absentee ballots published in *Crown Prints*. This issue is mailed to residents.
Absentee ballots can be returned to Amherst House inside, dropped off at our mailbox outside or mailed. They must be received by the deadline of April 18 at 5pm.
- April 17 7 pm Candidates' Night to be held before regularly scheduled Board Meeting at Amherst House. (This event is held only if there is a contested race.) Information on our Board meetings and Candidates' Night will be advertised on our website and Facebook page.
- April 18 Absentee ballots must be returned to Amherst House by 5 pm via mail, in-person or at our mailbox outside.
- April 19 and 20 Election Days (Friday, 5-7 pm, Saturday 9 am-1 pm) at Amherst House.
- May 1 Election Committee reports results to the Village Board.

Date: _____

**Nomination Petition for Village Board Seat:
Village of Kings Contrivance, Columbia, MD.**

I, _____, residing at, _____ hereby submit this petition as evidence of my candidacy for the **Board of Directors** of the Kings Contrivance Community Association, Inc.

Signature _____ **Phone** _____

Email _____

Pursuant to Article VIII, Section 8.03 entitled NOMINATIONS of the By-Laws of the Kings Contrivance Community Association, Inc., this petition is submitted for validation with the signatures of at least 10 (ten) Association members who reside in the Village of Kings Contrivance.

Print Name

**Signature*

Address

Phone

1. _____

5. _____

6. _____

7. _____

8. _____

10. _____

11. _____

12. _____

****Note: A resident of the Village of Kings Contrivance and member of the Kings Contrivance Community Association, Inc., may sign more than one petition.***

THIS PETITION HAS BEEN VALIDATED AND IS HEREBY ACCEPTED.

Election Committee

Date _____