

GREER RANCH COMMUNITY ASSOCIATION ELECTION RULES AND PROCEDURES

1. All candidates or members advocating a point of view shall have equal access to Association media, newsletters, and websites during a campaign for purposes reasonably related to that election. The Association will not edit or redact any content from these communications; however, the Association may include a statement specifying that the candidate or member, as applicable, and not the Association, is solely responsible for the content of the communication, and that the Association was required by law to publish the communication verbatim, regardless of content.
2. All candidates or members advocating a point of view will have equal access, at no cost, to any common area meeting space during a campaign for purposes reasonably related to the election.
3. Pursuant to Article V, Section 1 of the Association's Bylaws, in order to be a candidate for election to the Association's Board of Directors, you must be the owner of a residence in Greer Ranch. Qualifications for serving on the Board once elected are contained in Article V, Section 2 of the Association's Bylaws.
4. Owners who satisfy the eligibility requirements for election to the Board of Directors may become candidates by (a) Submitting a "Declaration of Candidacy" form (available from the management company) at least sixty (60) days prior to the date of the annual meeting, (b) be nominated by the Nominating Committee pursuant to Article V, Section 3 of the Association's Bylaws, or (c) be nominated from the floor at the annual meeting (self-nominations from the floor are permitted). Only persons who have timely submitted a Declaration of Candidacy Form or who have been nominated by the Nominating Committee or nominated from the floor at the member meeting can be elected.
5. Record dates for determining members entitled to receive notice of the meeting and for determining members entitled to vote at the meeting shall be established in accordance with Article III, Section 9 of the Association's Bylaws and Corporations Code Section 7611.
6. Each member of record whose voting rights have not been suspended by the Board of Directors is entitled to vote. Each membership is entitled to one (1) vote on each issue being voted on (except election of directors, in which case each membership is entitled to one (1) vote for each position on the board to be filled at the election).
7. The Association will not distribute proxies. If a proxy is submitted to the inspector(s) of election or brought to a meeting, in order to be counted the proxy must (a) identify a proxyholder (who must physically attend the meeting for which the proxy is being exercised), (b) contain voting instructions, and (c) be signed by the member giving the proxy. A proxy that does not satisfy these requirements will not be counted. Any instruction given in a proxy issued for an election that directs the manner in which the proxyholder is to cast the vote must be set forth on a separate page of the proxy that can be detached and given to the proxyholder to retain. The proxyholder must cast the member's vote by secret ballot; however, the inspector(s) of election shall witness the proxyholder's completion of the ballot to verify that it is completed pursuant to the detached voting instructions.

8. The voting period for member meetings shall commence when the first ballot is mailed or delivered to a member of the Association, and shall end at such time after commencement of the member meeting as the inspector(s) of election determine the polls close. For those elections conducted by written ballot without a meeting in accordance with Corporations Code Section 7513, the voting period shall commence when the first ballot is mailed or delivered to a member of the Association, and shall end at such time as is specified in the ballot. Elections for the purpose of voting to elect directors, amend governing documents, grant exclusive use of Common Area property, or increase assessments cannot be conducted by written ballot without a meeting.
9. At least sixty (60) days prior to any meeting of members (or, in the instance of elections conducted without a meeting pursuant to Corporations Code Section 7513, at least sixty (60) days prior to the deadline by which ballots must be received in order to be counted), the Association's board of directors shall select either one (1) or three (3) independent third parties, in its discretion, to serve as inspector(s) of election. An "independent third party" who serves as inspector of election may include, but is not limited to, (a) a volunteer poll worker with the county registrar of voters, (b) a licensee of the California Board of Accountancy, (c) a notary public, (d) a member of the Association who is neither a director, a candidate for election as director, nor related to a director or candidate for election as director, (e) a person who is currently employed by or under contract to the Association for compensable services, including but not limited to the Association's management agent, accountant, or counsel.
10. The inspector(s) of election shall perform the following duties:
 - (a) Determine the number of memberships entitled to vote and the voting power of each;
 - (b) Determine the authenticity, validity, and effect of proxies, if any;
 - (c) Receive ballots;
 - (d) Hear and determine all challenges and questions in any way arising out of or in connection with the right to vote;
 - (e) Count and tabulate all votes;
 - (f) Determine when the polls shall close;
 - (g) Determine the result of the election; and
 - (h) Perform any acts as may be proper to conduct the election with fairness to all members in accordance with Civil Code Section 1363.03 and these Rules.

11. An inspector of election shall perform his or her duties impartially, in good faith, to the best of his or her ability, and as expeditiously as is practical. If there are three (3) inspectors of election, then the decision or act of a majority shall be effective in all respects as the decision or act of all. Any report made by the inspector(s) of election is prima facie evidence of the facts stated in the report.
12. Elections, except for those conducted by written ballot without a meeting pursuant to Corporations Code Section 7513, shall be conducted in accordance with the following procedures:
 - (a) Ballots and two preaddressed envelopes with instructions on how to return ballots substantially in the form of Exhibit "A" attached hereto and incorporated herein by this reference shall be delivered or mailed by first-class mail to every member not less than thirty (30) days prior to the deadline for voting (a member may not be identified by name, address, lot, parcel, or unit number on the ballot);
 - (b) Ballots are not to be signed by the voter;
 - (c) Completed ballots must be placed into an inner envelope that has no identifying information (e.g., no member name, no property address, no signature, etc.) on it, and the inner envelope is then sealed by the member;
 - (d) The inner envelope is then inserted into the outer envelope that is preaddressed to the inspector(s) of election and then sealed by the member;
 - (e) In the upper left hand corner of the outer envelope, the member must print his name and the address of the property in the community that entitles the member to vote in the Association's election, and then the member (who must be on title) must sign his or her name in the upper left hand corner of the outer envelope. RETURN ADDRESS LABELS SHOULD NOT BE USED. Ballots received in improperly completed envelopes (e.g., not signed) will not be counted;
 - (f) The envelope must be mailed or delivered by hand to the inspector(s) of election, and the member may request a receipt for delivery;
 - (g) All properly returned envelopes deemed valid by the inspector(s) of election shall be opened and votes counted and tabulated by the inspector(s) of election in public at a properly noticed open meeting of the Association's board of directors or members; envelopes deemed invalid by the inspector(s) of election shall remain sealed;
 - (h) If the meeting of members is adjourned due to failure to satisfy quorum requirements, then envelopes containing ballots shall remain sealed and in the custody of the inspector(s) of election for use at such time as quorum requirements are satisfied at a reconvened meeting of the members.
 - (i) Any candidate or other Association member may witness the counting and tabulation of the votes;

- (j) No person, including any Association member or management company employee, may open an envelope or otherwise review any ballot prior to the time and place at which the ballots are counted and tabulated;
 - (k) The inspector(s) of election shall promptly report the election results to the association's board of directors, and such results shall be (i) recorded in the minutes of the next meeting of the board of directors, (ii) available for review by the Association's members, and (iii) publicized within fifteen (15) days of the election in a communication directed to all members;
 - (l) The sealed ballots shall at all times be in the custody of the inspector(s) of election or at a location designated by the inspector(s) of election until after tabulation of the vote, at which time custody shall be transferred to the Association;
 - (m) After tabulation, the Association shall store ballots in a secure place for no less than one (1) year after the date of the election;
 - (n) In the event of a recount or other challenge to the election process, the Association shall, upon written request, make the ballots and sealed envelopes deemed invalid by the inspector(s) of election available for inspection and review by members or their authorized representatives.
13. Association funds may not be used for campaign purposes in connection with any Association election except to the extent necessary to comply with duties of the Association imposed by law. As used in this paragraph, "campaign purposes" includes, but is not limited to, (a) expressly advocating the election or defeat of any candidate on an Association ballot, and (b) including the photograph or prominently featuring the name of any candidate on a communication from the Association or its board of directors (other than the ballot and ballot materials) within thirty (30) days of an election. "Campaign purposes" does not include communication for which equal access is required to be provided pursuant to Paragraphs 1 and 2 above.

INSTRUCTIONS FOR GREER RANCH COMMUNITY ASSOCIATION MEMBERS

HOW TO RETURN YOUR BALLOT

California law requires that all Directors be elected by a secret ballot. In addition, Associations are required to provide envelopes for the return of secret ballot.

Each Lot will be mailed the following items:

- 1) A bar-coded Irrevocable Secret Ballot for the election of directors.
- 2) Two envelopes for the return of the ballot.

Note: Homeowner on Title is responsible to provide Management with current mailing address.

Please follow the instructions below to ensure that your vote is counted:

- 1) Vote your Irrevocable Secret Ballot and place it inside the envelope marked Secret Ballot Envelope (#1) and seal the envelope. This envelope will be opened by the Inspector(s) of Election at the meeting. **Please do not make any marks on the ballot or envelope which would identify you in any way.**
- 2) Place the Secret Ballot Envelope (#1) into the second envelope marked Election Materials (#2) addressed to the Inspector(s) of Election. You must sign your name in the upper left corner. Failure to sign the envelope may result in the Inspector(s) of Election considering it invalid.

There are two ways to deliver your ballot:

- a) By mail – must be postmarked not later than the designated date on instruction sheet.
 - b) Bring in person to the meeting prior to the close of registration. Please do not give it to someone else to bring to the meeting.
- 3) Ballots received prior to the meeting will be indicated on the sign in sheet. If you have voted your ballot by mail, you will not receive another ballot at the meeting. If you sign the envelope and return it without a ballot or if you include the ballot and it is deemed invalid, it will be counted for quorum purposes only.
 - 4) Record Date for Voting is the official mailing date of ballots to Membership.

HOA Elections of California, Inc, 26043-A Jefferson Avenue, Murrieta, CA 92562 has been contracted by the Board of Directors to serve as Inspector of Elections for the 2009 Annual Membership and Directors Election.

If you have any questions regarding this process please contact the Association Manager at (951) 894-4877.