

## Hawk Ridge Estates Association

### Recommended Qualifications and Expectations for Serving as a Board Member

#### Support the Vision and Mission of the Association

**VISION STATEMENT:** We envision our neighborhood as a quality community we are proud to call home. We are a collection of individual homeowners, united by lifestyle, and supported by friendliness, caring, respect, cooperation, generosity, and our proximity with nature.

**MISSION STATEMENT:** Our mission is to enhance the quality of life in our neighborhood by maintaining common areas and exercising equal and fair enforcement of covenants, by-laws, deed restrictions, and policies. The Board of Directors will be accessible and responsive, serving homeowners by taking a fair, ethical, objective and fiscally responsible approach in representing their interests. Homeowners support the association by paying a fair share of the association's financial obligations through the budget and assessment process, following the covenants, rules, bylaws and policies and participation in committee work and the annual meeting.

#### Enjoy volunteering

Every board member in a homeowner's association is a volunteer. Therefore, they must have the time, patience, and enthusiasm to dedicate themselves to community issues, even though they receive no monetary compensation.

#### Are civic-minded

The best board members want to get to know their neighbors, enjoy building community, and take pride in the place they live. They put their community's best interests first and seek to build long-term value for their community, both socially and financially.

#### Are positive and optimistic

Managing a community comes with many challenges. Great HOA board members bring positive expectations to their role and refuse to get discouraged, even when faced with tough decisions.

#### Exercise fairness

Board members are there to serve their communities, not their own personal interests. Great board members understand this and demonstrate respect to all community members, regardless of how they feel about an issue personally. Their friends receive no special benefits; they know that HOA rules must be evenly applied to all community members.

### **Know that the rules apply to them, too**

Just because a resident serves on an HOA board doesn't mean that they are exempt from any community regulations. Good board members understand this and never try to use their position for personal gain.

### **Take their role seriously**

Board members work in tandem with a community's HOA management company to preserve and protect the value of the properties in their community. They understand their responsibility as a fiduciary of a large non-profit company (the homeowners association).

### **Have a mind for business**

In addition to the social aspects of running a community smoothly, great board members can see the big picture and make smart long-term business decisions that will ultimately increase property values for all residents. They listen to outside expert advice as needed and don't rush into any hasty decisions.

### **Understand that their authority comes as a board, not a board member**

Great HOA board members know that they possess no individual authority; rather, in their role as a unified board, they make group decisions that positively impact their communities. Therefore, they quickly support group decisions, even if they are counter to their own opinion.

### **Want to become more educated**

Community management is a detailed business. Changing laws, liability issues, and responding to community needs in real-time require detailed knowledge and deep understanding of the concerns that can impact a community. Great board members take advantage of the training and HOA management resources offered by the Board, outside experts and online to ensure they are educated enough to make keen decisions.

(Adapted from <https://www.kppm.com/what-makes-a-great-hoa-board-member>)

### **Time expectations**

Board meetings are held in the evening starting at 6 PM usually and lasting 2 hours quarterly or more often as needed. Schedule is determined by Board member availability. Board members must be available to respond via email, phone and text between Board meetings as needed.