WILDE LAKE COMMUNITY ASSOCIATION

SLAYTON HOUSE
10400 Cross Fox Lane
Columbia, Maryland 21044-2398
410-730-3987
Fax 410-730-6695

Dear Wilde Lake Village Resident:

Thank you for your interest in running for the Village Board of Directors.

This packet contains information you will need to be a candidate, including the nomination petition that you need signed and returned by Wednesday, March 13. All enclosed materials are listed at the bottom of this letter.

Candidates are required to submit a statement of no more than 150 words. Only the first 150 words of your statement will be printed; please comply with this rule. Your statement will be printed unedited (Bylaws - Section 108) and may include biographical data as well as your positions on issues of interest to the Village.

Deadlines for both the petition and the candidate's statement are included below. Please make a careful note of these important dates.

Tuesday, February 18, 2020	Nomination period begins
Wednesday, March 11, 2020	Nomination period ends Nomination petition, biographical form, declaration of compliance and candidate's statement must be received by **9:00PM** on **Wednesday, March 11, 2020**
Thursday, March 12 or 13, 2020	Verification of nomination petitions *Order on ballot determined by random drawing*
Thursday, April 2, 2020*	Candidates' Night - 7:00pm
Friday, April 24, 2020	Absentee ballots due at Slayton House before **end of business day.**
Saturday, April 25, 2020	Election Day 9:00AM-2:00PM

*If election is uncontested, there will not be a Candidates' Night. Instead there will be a Candidates' Reception on Monday April 6 at 6pm, before the regularly scheduled Village Board meeting. In addition an election will not be held on April 25.

If you should have any other questions, please do not hesitate to call Carole Black, Special Assistant, or Kristin Shulder, Village Manager, at 410-730-3987.

Sincerely,

Jeff Friedhoffer, Election Chair

Enclosures:

- Nomination Petition
- Declaration of Compliance
- Village Board Responsibilities
- 2020 Information for Village Board and Columbia Council Candidates
- By-laws, Articles of Incorporation, and Covenants
- Information about Wilde Lake
- Biographical Form

Village Board

NOMINATION PETITION - BOARD OF DIRECTORS
VILLAGE OF WILDE LAKE, COLUMBIA, MARYLAND

I, _____ , *residing at* _____
(First) (Middle) (Last) *(Address)*

hereby submit this petition as evidence of my candidacy for the ***BOARD OF DIRECTORS*** *of Wilde Lake Community Assoc., Inc.*

EMAIL: _____ *Preferred Phone Number* _____

Alternate Phone Number:(DAY) _____ *(EVENING)* _____ _____
(Signature) *(Date)*

As specified by Article VIII, Section 8.03, of the By-laws of the Wilde Lake Community Association, Inc., this petition is validated by at least ten (10) Association members who reside in the Village of Wilde Lake, appearing below. ***NOTE: INCOMPLETE PETITIONS WILL NOT BE ACCEPTED.***

NAME (Print legibly)	***ADDRESS***	***PHONE NO.***	***SIGNATURE***
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

NOTE: *A resident of the Village of Wilde Lake and member of the Wilde Lake Community Association, Inc., may sign more than one petition.*

RETURN PETITION TO: *Chair, Wilde Lake Election Committee, c/o Slayton House, 10400 Cross Fox Lane, Columbia, MD 21044 410-730-3987.*

THIS COMPLETED PETITION MUST BE RETURNED TO SLAYTON HOUSE BY: WEDNESDAY, MARCH 11, 2020, 9PM

VALIDATED: _____ _____
a:nompetVB.10 *(Date)* *(Signature, Chair, Wilde Lake Election Committee)*

Please include the following documents when submitting a nomination petition:

1. **All signatures on your nomination petition will be verified by the Election Chair. Please make certain that the phone numbers and names are clearly written. If at least 10 signatures cannot be verified, the petition will not be accepted as valid.**
2. **Biographical form**
3. **Declaration of Letter of Compliance**
4. **Candidate's Statement: The statement should not be more than 150 words. Only the first 150 words of your statement will be printed; please comply with this rule. Your statement may include biographical data as well as positions on issues of interest to the Village.**
5. **Digital photo – if you are a new candidate or want to update your photo, please contact Carl McKinney at 410-730-3987 to schedule a time to be photographed.**

►You are expected to attend Candidates' Night on April 2 at 7:00pm. Please prepare a presentation of no more than five minutes. There will be a question and answer period, followed by a reception.
Note: If there are 5 or less candidates for the Village Board and one candidate for Columbia Council, we will not have a Candidates' Night. You are asked to attend a Candidates' Reception on April 6 at 6pm, before the regularly scheduled Village Board meeting.

►As a candidate, you are entitled to make 200 free copies, at Slayton House, of flyers and other handouts for your campaign. You may bring colored paper or we will supply white paper.

WILDE LAKE
VILLAGE ELECTIONS 2020
DEADLINES

February 18, 2020	Nomination Period Begins
March 1, 2020	List of eligible voters posted
March 11, 2020	Nomination period ends Nominating petitions due Candidates' statements due
March 12 or 13, 2020	Verification of nomination petitions Order on ballot by random drawing
March 30, 2020	Absentee ballots available at Slayton House
March 30, 2020	Mail Absentee ballots
April 2, 2020	Candidates' Night – 7:00pm (if contested election) Note: If uncontested, reception will be held before VB meeting on April 6
April 16, 2020 (tent)	Statements published in newsletter in Columbia Flier
April 24, 2020	Absentee ballots due before the end of business day
April 25, 2020	**ELECTION DAY 9:00AM – 2:00PM**

WILDE LAKE COMMUNITY ASSOCIATION

2020 ELECTION INFORMATION
FOR VILLAGE BOARD AND COLUMBIA COUNCIL CANDIDATES

- This year's election is Saturday, April 25 between 9AM and 2PM. The voting table will be located in Slayton House.

- Absentee ballots will be mailed to all residents on Friday, March 27. They can be returned to Slayton House by mail or in person before the end of business on April 24. Online voting will be available!

- Members in good standing as of Monday, March 2 are eligible to vote. Members are defined in the bylaws as owners and tenants. Where property is owned jointly, only one vote is permitted. Where property is rented, one owner and one tenant vote are permitted.

- There are five members of the Village Board and one Wilde Lake Columbia Council Representative. Each serves a term of one year, beginning Monday, May 6. Currently the Board meets on the first Monday of each month, which begins at 6:30pm.

- Each candidate must submit a nomination petition signed by at least 10 residents of the Village of Wilde Lake. The petition must include residents' signatures, printed names, addresses and telephone numbers. Nomination petitions are available as part of the candidate's packet at Slayton House beginning February 18. Candidates' packets are also available on our website at www.wildelake.org. They must be returned to Slayton House by 9pm on Wednesday, March 11. (When obtaining signatures, candidates should verify signer resides in Wilde Lake.)

- All nomination petitions will be validated by the Election Chair. Each individual who submitted a petition will be notified that he/she is an official candidate by Friday, March 13. **INCOMPLETE PETITIONS WILL NOT BE ACCEPTED**.

- All candidates must supply a candidate's official statement, a biographical form and statement of compliance with the nomination petition. Forms for the statement and profile are provided in the candidate packets.

- A candidate's official statement must be 150 words or less. All words in excess of 150 words will be deleted. The statement may include biographical data as well as positions on issues of interest to the public. It will be included in the absentee ballots, appear in the Columbia Flier and be available to all voters. It will not be edited.

- As a candidate, you are entitled to make 200 free copies at Slayton House of flyers and other handouts for your campaign. You may bring colored paper or we will supply white paper.

- All candidates are asked to attend Candidates' Night, which will be held at Slayton House on April 2 at 7:00pm. Each candidate will be asked to make a short opening statement and residents will be able to ask questions. NOTE: If the election is uncontested, candidates will join residents for a reception only before Board meeting on April 6.

- On Election Day, no candidate can electioneer or otherwise be present within 100 feet of the voting table except to vote.

- Votes will be counted immediately following the end of voting at 2pm on April 25. The results will be posted on the outside doors of Slayton House as soon as they available, as well as on our website www.wildelake.org

- Any challenge to the results of the election must be in writing and submitted to the Election Committee Chair within five (5) calendar days after the posting of the election results.

- Complete election guidelines are available at Slayton House.

WILDE LAKE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS/COLUMBIA COUNCIL REP

BIOGRAPHICAL INFORMATION

Name_____ Birthdate _____
Month Day

Address _____

Phone (Day) _____(Evening)_____(Cell)_____
(Indicate preferred contact number with *)

Place of Employment_____

Address _____

Biographical Information (Profession, membership on organizations, clubs, etc.) Attach additional pages if needed.

DECLARATION

I, _____, a nominee for the Wilde Lake Village Board or Columbia Council Representative, am not aware of any current violation on any property owned by me which is subject to the covenants of any village in Columbia.

If elected to a position in the village, I will obtain a certificate of compliance for my property.

Further, I am not aware of any pending application, violation, or litigation in which I would have a conflict of interest.

_____
Signature

_____
Address

_____
Date

WILDE LAKE COMMUNITY ASSOCIATION
SLAYTON HOUSE
10400 Cross Fox Lane
Columbia, Maryland 21044-2398
410-730-3987
Fax 410-730-6695

INFORMATION ABOUT WILDE LAKE

Wilde Lake was Columbia's first Village when the Association was incorporated in 1967. Slayton House, the first community center, was opened the same year. The village associations were designed by Columbia's founders to be a focal point for coordination of resident interests and concerns, especially in the areas of advocacy, information and referral, architectural control and programs for the community.

Every April elections are held for Village Board of Directors who represent village residents on civic issues and set policy for use of the community center. A village representative to the Columbia Council is also elected at that time. The Wilde Lake Council Representative serves on the Columbia Association Board of Directors. Every adult who owns and/or resides on property in the Village of Wilde Lake is a member of the community association and is eligible to run for office and to vote on behalf of his/her household (Covenants Section 3.02 A & B; and Articles of Incorporation Paragraph A & B Sixth Article of Incorporation).

Slayton House is managed by the Wilde Lake Community Association and is used primarily for community meetings, theatre, dance and concert productions, classes for children and adults, and social events. The Bernice Kish Gallery at Slayton House and the Wilde Lake Community Association offices are located here.

To get the latest information about what is happening in our community:

- ***Subscribe to our email newsletter***. It is sent out weekly to our e-mail distribution list and is also available on our website. To subscribe to the e-newsletter, please visit our website and go to the "Subscribe to Newsletter" on the home page
- ***Read The Wilde Lake***, a print newsletter published the first Thursday of each month in th Columbia Flier.
- ***Visit our website*** at www.wildelake.org
- ***Attend a Wilde Lake Village Board Meeting.*** First Monday of each month at 6:30pm at Slayton House. Agenda is posted on our website.
- ***Like us on Facebook*** at www.facebook.com/wildelakevillage.
- ***Follow us on Twitter*** at https://twitter.com/WildeLakeCA

The Wilde Lake Community Association is also responsible for the operation of three neighborhood centers: Bryant Woods, Faulkner Ridge and Running Brook. The neighborhood centers are used primarily by nursery schools and community groups.

The community association's resources exist for your use. If you have questions about the community, interests or concerns that you would like to address, or if you would like to get involved in the community association activities, please contact 410-730-3987 or **wlca@wildelake.org.**

WILDE LAKE COMMUNITY ASSOCIATION
Position Description
Member: Board of Directors

Responsibilities of the Board of Directors

- Being familiar with WLCA's mission, services, policies, programs and operations.
- Formulating policies for effective Association management.
- Adopting annual budget and providing fiscal oversight, including approving quarterly financial reports.
- Approving and ensuring compliance with the Management Contract between WLCA and the Columbia Association.
- Serving as the Architectural Committee.
- Advocating on behalf of Wilde Lake residents.
- Encouraging community engagement.
- Communicating with and obtaining input from Wilde Lake residents.
- Hiring and evaluating the Village Manager.

Responsibilities of Individual Directors

- Reviewing Board meeting background materials before meetings.
- Attending and actively participating in Board meetings.
- Being a member of at least one Board committee and submitting written monthly reports.
- Serving as AC Liaison (one member).
- Signing Acknowledgement of Fiduciary Responsibility.
- Reviewing WLCA's Form 990 before its submission to the IRS.
- Acting in accordance with WLCA's ethics and conflict of interest policies.
- Obtaining a Letter of Compliance.

Time Demands

- Monthly Board meetings. (2-3 hours - first Monday of each month at 6:30pm.)
- Committee work.
- Attendance at WLCA special events and functions.
- Correspondence and communication with Wilde Lake residents.
- Annual planning retreat/new Board member orientation.
- Special Board meetings, as needed.
- Attendance at CA Board meetings and Howard County government hearings, as needed, including presenting testimony.