

**COMBINED SIPOA BOARD OF DIRECTORS AND NOMINATING COMMITTEE  
CANDIDATE SELECTION GUIDELINES**

(Approved by SIPOA Board June 20, 2017)

**I. Board of Directors Candidate Selection Guidelines**

The 2019 SIPOA Nominating Committee will select candidates for the 2020 Board of Directors using the following criteria.

Candidates for the Board:

1. Must meet all the basic eligibility requirements of current SIPOA Bylaws §5.1 and the first paragraph of Bylaws §7.6;
2. Must be able and willing to fulfill time requirements of Board service including participation—either in person or remotely by means of online appearance where the remote director and the remainder of the Board at the local location can be simultaneously seen and heard—in at least two-thirds of regularly scheduled and special board meetings, and must be able to devote sufficient time to accomplish regular business and special projects on committees to which she/he is assigned (Bylaws §5.5 and §7.6);
3. Must, upon election, be willing to reveal any known actual or potential personal, family or business conflicts of interest which could arise during the conduct of SIPOA business as specified in Bylaws §5.16; and must be willing to reveal any immediate or pending legal actions which could result in forfeiture of property and failure to meet the requirements of Bylaws §5.1 as described in the Board’s “Policy Resolution Regarding Annual and Exceptional Financial Event Disclosures” approved 06/05/2017;
4. Must demonstrate understanding and affirm commitment to the SIPOA Core Values and Vision Statement as it may be adopted or amended from time to time by the SIPOA Board;
5. Must demonstrate requisite desire and skills to effectively lead one or more SIPOA committees in a chair or vice-chair role and accomplish continuing and special projects of same;
6. Should demonstrate understanding and acceptance of the principles of Policy Based Governance in which Board and committee members focus primarily on matters at a strategic and policy level in an oversight role, leaving the execution of day-to-day operational decisions to professional staff;
7. Should demonstrate a record of successful leadership and ability to work with others in a respectful and collaborative manner (Bylaws §7.6);
1. Must be prepared to describe and discuss prior experience on Seabrook Island committees, community involvement and volunteer services, in addition to

professional experience relevant to the candidate selection process (Bylaws §7.6);

2. Should understand and agree that all Board members are required to serve in the best interest of all Property Owners (Bylaws §7.6);
3. Should contribute toward meeting specific skill and talent requirements of the Board (e.g., finance, legal matters, engineering, information technology, etc.), as conveyed to the Nominating Committee by the current Board (Bylaws §7.6);
4. Should be familiar with the SIPOA Strategic Plan and understand its role in Seabrook Island governance;
5. Must understand and be willing to abide by the SIPOA Board of Directors Code of Conduct approved 12/16/2016;
6. Should be capable of using email and document creation software such as Microsoft Office; be willing to achieve basic use of electronic document management software such as Adobe PDF and Dropbox within a reasonable time of assuming office; and have a practical understanding of and familiarity with the use of social media and mobile devices such as smartphones or tablets (Bylaws §7.6);
7. Must meet all requirements of SIPOA Bylaws §5.1 and §7.6 not otherwise enumerated herein.

## **II. Nominating Committee Candidate Selection Guidelines**

The 2019 SIPOA Nominating Committee will select candidates for the 2020 Nominating Committee using the following criteria.

Candidates for the Nominating Committee:

1. Must meet all the basic eligibility requirements of current SIPOA Bylaws §5.1 and the first paragraph of Bylaws §7.6;
2. Must be able and willing to devote sufficient time, either remotely or in person, to actively plan, schedule, and participate in Committee meetings and assignments, and to contact and recruit potential candidates for both the Board and Nominating Committee;
3. Must be available to contribute to and participate in person, if necessary, in any planned outreach activities designed to promote interest in candidacy among Property Owners;
4. Must be available to participate in person or by online audio and visual means (i.e., the online member must be able to see and hear, and be seen and heard, in real time) throughout an intensive multi-day interview and selection process in early October;

5. Must demonstrate an understanding of, and affirm commitment to the SIPOA Core Values and Vision Statement as it may be adopted or amended from time to time by the SIPOA Board;
6. Should have a demonstrated record of successful leadership and a demonstrated ability to work with others in a respectful and collaborative manner (Bylaws §7.6);
7. Must be prepared to describe prior experience on Seabrook Island committees, community involvement and volunteer services, in addition to professional experience relevant to the candidate selection process (Bylaws §7.6);
8. Must recognize and agree that all Board members are required to serve in the best interest of all Property Owners (Bylaws §7.6);
9. Should have participated in or interacted with a broad network of social groups, committees and Property Owners from which to identify potential candidates;
10. Should have been involved in recruitment or interviewing activities in past roles and situations;
11. Must agree to maintain strict confidentiality regarding deliberations of the Committee during the interview and selection process, and to refrain from any disclosure of information about internal actions and deliberations of the Committee that might give an unfair advantage to any candidate.

6/20/19 TEM