

**Position:** Nominating Committee Member

**Term:** One Year

**Qualifications:** Must be a lot owner in good standing. Good communications skills and contacts with the community are helpful.

**Job Duties:**

From Living in Lake Lucerne, 400 Regulations, Article IX:

“The nominating committee shall consist of three (3) members, not trustees, nominated and elected at the annual meeting to serve until the next annual meeting and who shall not be permitted to succeed themselves as members of the nominating committee. The Board of Trustees shall appoint at their first meeting following the annual meeting a trustee to serve as a non-voting advisor to the nominating committee. The three members shall elect a chairman. Any vacancy on the nominating committee shall be filled by the Board of Trustees. Suggestions for nominations to fill the offices of trustees, officers, auditing committee and nominating committee may be sent to this committee by any voting member.”

1. Solicit candidates from the community based on the job description for the position, incorporating each candidates experience and background into the recommendation for the position
  - a. Solicitation should include via eblasts and Lake Breeze
  - b. Job descriptions will be maintained on the Lake Lucerne website, on the Board page <http://lakelucerneohio.com/featured-content/top-3/the-board/>
2. Obtain feedback from the board members as to persons of interest, as well as board members who are interested in extending their terms
3. Submit nominations to the board: “A report of the nominating committee for nominations of officers, trustees, nominating committee and auditing committee shall be submitted to the Board of Trustees thirty (30) days prior to the annual meeting. The report shall also be presented to the annual meeting. Immediately following the presentation of this report, nominations may be made from the floor by any voting member, provided the consent of the nominee shall have been secured.” 400 Regulations, Article IX

**Background:**

The following Board Positions are one year terms beginning each calendar year (may serve longer).

- President
- Vice President

Lake Lucerne Club Company  
Board of Trustees & Committee Job Description

- Secretary
- Treasurer

The following positions are for three year terms (may serve longer)

- Asst. Treasurer
- Lakes
- Beach
- Parks
- Sports
- Membership
- Water
- Water Operations
- Roads

The Audit Committee is a three year rotating term

The Nominating Committee is a one year term but if interested can be longer

Time Commitment – varies depending upon number of positions vacated during the term.

Most communication is done through e-mail, with 1 to 2 meetings during the year.