

# Orchard Lake Park HOA/Braeside Aqua Corp.

## Membership Meeting FAQs

### 1. Who is permitted to attend and participate in the homeowners association meeting?

While OLPHOA & BAC encourage all residents to attend meetings, only members in good standing may be recognized to speak to the body, make motions, run for office or vote. Open discussion and questions from all residents will be allowed after HOA & BAC business has concluded and if time permits.

### 2. Who is considered a homeowner?

A homeowner is a person who has deeded ownership of the residence. Orchard Lake Park Homeowners Association uses the Orange County Department of Taxation records to verify who is on the deed. If you purchased a home in Orchard Lake Park, but the county has not yet filed your deed, please bring a tax bill that shows your name and the Section, Block & Lot of your home. You can check online at: [propertydata.orangecountygov.com/index.aspx](http://propertydata.orangecountygov.com/index.aspx) – go to “public access”, check Blooming Grove and enter the required info.

Although more than one person may be on a deed, the HOA & BAC Constitutions allow only one vote per home. Even if you own more than one home in Orchard Lake Park, you are still allowed only one vote. The Board of Directors will have a list of deeded owners at the meeting. As there are many new homeowners in Orchard Lake Park, you may be asked to show identification when you sign in. Please do not be offended.

### 3. Who is a “member in good standing”?

A Member in Good Standing is a homeowner who has paid the HOA membership dues and whose water bill is paid in full for the current year. Both the membership dues and the water service fee are billed each July at the beginning of our fiscal year.

### 4. If I rent the home and pay the water bill as part of the rental agreement, may I vote?

The payment of the water bill is an arrangement between you and your landlord. The homeowner is the sole responsible party that is recognized by OLPHOA or BAC. As a neighbor, you are welcome to attend the meeting, but are restricted from participating in certain actions listed above.

### 5. As a tenant, can I vote for my landlord if he/she cannot attend the meeting?

No, you cannot vote for your landlord. The OLPHOA & BAC Constitutions do allow for proxy votes but only another member in good standing may be a proxy. The proxy must be presented prior to the start of the meeting, be in writing, dated and signed by the absent homeowner. It may include specific instructions for the way the proxy is to be voted, or the proxy must state that the member named may vote his or her conscience.

### 6. How many people serve on the Board of Directors, what are their positions and how long are the terms?

There may be a maximum of 11 directors on the OLPHOA / BAC board. The board consists of four (4) Officers (President, Vice President, Treasurer and Secretary). Four (4) Directors, two (2) Alternate Directors and (1) immediate past President.

The four Officers each serve a term of two years. Of the Directors elected, the two (2) having the lowest vote count will serve as Alternate Directors for a term of one (1) year, the other four (4) will serve as Directors for two years.

In accordance with OLPHOA Constitution, ten-day written notice by mail is hereby given that voting will take place at this meeting for the nomination and election of Secretary

Nominations and elections of the Board of Directors are held every even-numbered year.

A copy of the Constitution will be emailed upon written request to [braesideaqua@gmail.com](mailto:braesideaqua@gmail.com).

(Roberts Rules of Order prevail)

# Orchard Lake Park HOA Proxy

I, \_\_\_\_\_

residing at \_\_\_\_\_

as a Member in Good Standing, do hereby  
appoint as my proxy,

\_\_\_\_\_

residing at \_\_\_\_\_

also a Member in Good Standing, to vote in  
my stead.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

To be voted as follows:

Proxy may vote his/her conscience

\_\_\_\_\_

This proxy must be presented prior to the  
start of the meeting. Latest dated proxy is  
valid.

## Needed

*Volunteer  
homeowner*

*to fill*

*position*

*of*

*Secretary*

*for the*

*2023-2024 term*

**ORCHARD  
LAKE PARK**  
HOMEOWNERS  
ASSOCIATION  
&  
**BRAESIDE AQUA**  
CORPORATION

**MEMBERSHIP MEETING**  
**Thursday, June 22, 2023**  
**7:00 p.m.**

### **WHERE**

Blooming Grove Senior Center  
4 Horton Road  
Washingtonville, NY 10992