

Referred By \_\_\_\_\_ Date Received \_\_\_\_\_ Date Reviewed \_\_\_\_\_



Lakeside Chautauqua  
236 Walnut Avenue  
Lakeside, Ohio 43440  
(419) 798-4461  
www.lakesideohio.com

## Lakeside Association Board of Directors Application

### Contact Information

Name \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_ Cell \_\_\_\_\_

Lakeside Address \_\_\_\_\_ Phone \_\_\_\_\_

Spouse's Name \_\_\_\_\_

### Lakeside Chautauqua Information

Current property owner? Yes \_\_\_\_\_ No \_\_\_\_\_ # of years you have owned property \_\_\_\_\_

Previous property owner? Yes \_\_\_\_\_ No \_\_\_\_\_ # of years you owned property \_\_\_\_\_

Summer resident \_\_\_\_\_ Year-round resident \_\_\_\_\_

I normally stay in Lakeside \_\_\_\_\_ days or \_\_\_\_\_ weeks per year.

I have been coming to Lakeside for \_\_\_\_\_ years.

### Employment Background

Occupation \_\_\_\_\_ Title \_\_\_\_\_

Currently employed: Yes \_\_\_\_\_ No \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

Level of education completed: High School \_\_\_\_\_ Undergraduate Degree \_\_\_\_\_ Graduate Degree \_\_\_\_\_

Degree and year granted \_\_\_\_\_

Institution, city, and state \_\_\_\_\_

Major \_\_\_\_\_

Religious affiliation/membership \_\_\_\_\_

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**Volunteer Background**

Boards or committees you have served on in your religious organization:

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Active volunteer in the following organizations (specify organization and role):

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Corporate or not-for-profit boards (specify position):

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Elected or appointed positions on federal, state or city government:

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Membership in service clubs, civic or professional organizations:

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**Lakeside Chautauqua Interests**

What Lakeside Chautauqua activities do you participate in or attend regularly?

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What activity or aspect of Lakeside Chautauqua is most important to you?

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What activity or aspect of Lakeside Chautauqua do you believe is most in need of improvement?

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Identify specific management/leadership skills you would contribute as a board member.

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The full Board meets quarterly, typically in February, May, August, and November. All Board members serve on at least one Board Committee. The quarterly meetings are on Fridays from 9:00 a.m. to 5:00 p.m. Overnight lodging and meals are provided to Board members. The meeting schedule is generally posted a year in advance. Because input from every Board member is valued when making the important decisions that influence the community of Lakeside, it is expected that Board members will attend all meetings, absent unusual circumstances. When Committees meet between quarterly Board meetings, it is generally via the internet and meetings are generally an hour in duration. Are you comfortable with this time commitment? \_\_\_\_\_

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**Committee Preferences**

Of the following Board Committees, please rank them in order from 1 to 4, with 1 being your first choice. The following page summarizes some of the responsibilities of each committee.

- Finance \_\_\_\_\_
- Municipal Services \_\_\_\_\_
- Governance \_\_\_\_\_
- Audit \_\_\_\_\_

Do you contribute annually to the Lakeside Fund? Yes \_\_\_\_\_ No \_\_\_\_\_

**Additional Materials**

Please attach a resume or CV, and use additional pages as needed, including your thoughts regarding the important issues facing Lakeside Chautauqua and what the Lakeside Association Board of Directors could do to better serve its constituents.

**Application Authorization**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please scan your application to [questinfo@lakesideohio.com](mailto:questinfo@lakesideohio.com) OR submit a paper copy of this application to:

Lakeside Chautauqua Administration Office

Attn: Lakeside Chautauqua Board of Directors Governance Committee

236 Walnut Ave.

Lakeside, OH 43440.

**Lakeside Chautauqua Board of Directors  
Some Basic Responsibilities of the Committees**

**Finance**

- Prepare annual budget to recommend to the Board
- Safeguard assets of the Association
- Maintain liaison with the Lakeside Chautauqua Foundation

**Municipal Services**

- Recommend to the Board plans, policies, and rules and regulations related to Association-owned properties and for construction on and use of properties leased by the Association with 99-year lease provisions
- Consider and rule on requests for setback, boundary, right-of-way, and other property alterations delineated in Title 3 of the Lakeside Rules and Regulations
- Serve as appeal agency for decisions made by the Historic Preservation and Design Review Board and by the Lakeside Chautauqua Tree Advisory Committee

**Governance**

- Provide oversight and review for bylaws, rules, regulations, and policies of the Lakeside Association
- Provide oversight and review on behalf of the Board for any potential or actual conflict of interest that may be disclosed by Board members or nominees
- Lead recruitment, nominations, and orientation for new Board members

**Audit**

- Meet with the auditor and staff to discuss the audit plan, relevant new financial reporting requirements, the annual financial statements and the completed audit
- Review the Association's annual IRS Form 990 filing
- Review periodically the Association's risk management profile and policies, litigation matters and insurance coverage and complaints or other communications made under the Association's Whistleblower Policy

The Bylaws of The Lakeside Association are available on the lakesideohio.com website by clicking "About" and "Board of Directors."

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