



Oakview Estates HOA Vice President

Ongoing Duties

- Oversee lawn care and irrigation work.
- Occasionally take phone calls with residents to address their concerns or questions.
- Oversee collection strategy for HOA contributions, subject to board approval.
- Attend Quarterly Board Meetings As Needed.
- Vote as one of four board members on the actions and decisions of the HOA.
- Oversee the replacement of overhead lights in the neighborhood.
- Handles all security camera access requests.
- Provide support to other board members and committees as needed.
- Assist in communicating important information and updates to residents as needed.

Community Leadership and Ethical Conduct

- Familiarize Yourself with the HOA Bylaws.
- Serve as a steward of the neighborhood by promoting a sense of community and cooperation among residents.
- Encourage resident involvement in HOA activities and decision-making processes.
- Ensure that the HOA's actions align with its governing documents and the principles of fairness, transparency, and community welfare.

Qualifications

- Ability to work collaboratively with diverse groups.
- Patience and tact while navigating conversations with individuals harboring entrenched beliefs.