
2021 Board of Managers Election FAQ

How do I vote in the election?

Unit owners only vote for candidates in their ward. Unit owners will have 3 options to vote:

- Online via a proxy ballot in an online portal with unique credentials provided via email and mail by our election vendor
- Through the mail via a paper proxy ballot mailed to each unit owner. Each election packet will include a business reply pre-addressed envelope so that unit owners can vote without having to find an envelope or stamp.
- In-person at the Brentwood Forest clubhouse via a paper ballot during the Annual Meeting on June 15th at 7:00pm

Note: If you own more than 5 units you will not be getting email instructions. If you own more than 5 units and would like to vote online, please contact info@tieivote.com or 888-211-5332 and our vendor will coordinate sending a single email with all login information.

What are the voting deadlines?

Online Portal Closes: 12:00pm on June 15th, 2021

Paper Ballots must be received by: 12:00pm on June 15th, 2021

In person: Start at 7:00pm on June 15th, 2021 and ends no earlier than 7:15pm but will end once no more owners are in attendance to vote.

How do I know that votes won't be counted more than once since there are 3 ways to vote?

Our third party vendors have technical and administrative controls in place for this. Once an online proxy vote or a paper vote is received and processed by our vendor another vote for that same unit cannot be processed. This means that if an owner votes online and also sends in a paper proxy ballot, only the first vote received and processed will be valid. If an owner who has previously voted by proxy shows up at the Annual Meeting to vote, they will be allowed to vote. Their original proxy vote will be revoked and their in-person vote during the meeting will be the only valid vote for that unit.

How can I learn more about the candidates?

Each candidate submitted a brief profile as part of their application. You can find these brief profiles on the Brentwood Forest website, in the May-June issue of the ForestLine, in the mailed election packet you receive with your paper proxy ballot, and on the online voting portal.

I'm worried about the proxy language. How do I know that my vote cannot be changed by a proxy?

A directed proxy, as we are using in this election, gives the proxy designee no authority to change the owner's directed vote for a particular candidate. The proxy designee is only authorized to represent the owner at the election meeting and cast a ballot consistent with the owner's direction as indicated on the proxy/ballot form.

At Brentwood Forest this all comes down to how we legally achieve quorum. In order for the association to legally achieve quorum we must have at least 20% of the association "in attendance" at the annual meeting. Our bylaws define "in attendance" as someone physically present at the meeting or someone who has designated a proxy that is someone who is physically present at the annual meeting.

Can I vote in-person at the office?

No. The only way to vote in-person is during the Annual Meeting on June 15th at 7:00pm.

Can I turn in my paper proxy ballot at the office?

No, the office is not processing or involved with any voting. Paper proxy ballots must be returned to our third party vendor for automated processing. The office will not accept any ballots. There is a blue mailbox across the street from the office at the southeast corner of Thrush and Eager. Information on where to mail the ballot is included in the election packet.

What if I lose my paper proxy ballot or delete the email with the login information?

You can contact our election vendor to have another paper proxy ballot mailed to you or an email resent. Their contact information is: info@tieivote.com or 888-211-5332. If you need to update your email address or mailing address please contact the office at 314-961-3066 or office@brentwoodforest.com.

How do I know that my vote was counted?

If you go to the online portal and you are not able to vote it means that your vote has counted. If you need another type of confirmation please contact our election vendor at info@tieivote.com or 888-211-5332. When you vote online you'll also receive an email confirmation that your vote was received.

There is only one candidate in my ward. Do I still need to vote?

While your vote will not determine the winner since there is only one candidate, your vote will contribute to the overall quorum requirements for the election. Brentwood Forest's quorum requirements require at least 285 votes (20% of the 1425 units in Brentwood Forest) across the entire association in order for the election to be valid. Please vote!