

# BOARD OF DIRECTOR APPLICATION PACKET

## BOARD OF DIRECTOR INFORMATION & QUALIFICATIONS

- a. Year-round permanent resident, who resides in Sun City Center 11 months of the year.
- b. Must have a valid Florida Driver's License or Florida ID Card. If an interview is scheduled a copy of this License/Card will be made by the Board of Director Election Committee member that is conducting the interview.
- c. Volunteered for no less than 1 (one) continuous year of service as an Active Patrol Member as of **Sept 15, 2023.**
- d. Required Service Hours – 36 (thirty-six) hours in the previous 12 months as of September 15, 2023.
- e. Must attend all Board of Director Meetings Unless Excused (Monthly meetings, Emergency meetings, Executive Session meetings, Special meetings, and Annual meetings.)
- f. Spouses, immediate family members, significant others or same address residents, are ineligible to serve concurrently as Board Directors.
- g. Must be computer literate (ex-email, Word, etc).

Any and all questions concerning this Board of Director application process are to go through the Committee Chairperson, Mike Lee, call 317-654-3663 or email [jamesmichaellee@att.net](mailto:jamesmichaellee@att.net) .

# Sun City Center Security Patrol, Inc

## Application for Board of Director

All qualified Sun City Center Security Patrol Members choosing to be placed on the ballot for the 2024 Board of Directors **must** fill out this application.

**Failure to fully complete the application will disqualify the applicant.**

Applications can be picked up at the patrol office starting on Friday, September 1, 2023. They are located on the kitchen counter that is behind the door between the kitchen and the social hall. On that same date, it will be posted on the Patrol bulletin board.

Applications will be accepted beginning Monday, September 4, 2023.

Deadline for applications to be received by the Nomination/Election Committee is:

**9:00 pm on Friday, September 15, 2023**

Applications are to be placed in a sealed envelope and addressed to:

**Mike Lee, Election Committee Chairman**

Completed applications are to be deposited in the locked, Official Election Box located in the Kitchen of the Patrol office, behind the door that is between the kitchen and the social hall.

This Box is available during normal Security Patrol hours, 9 am to 9 pm, 7 days a week.

Applications will **not** be accepted by any Patrol Office Staff or Patrol Members.

Applicants will be submitted to a background check. An independent organization will email each applicant and request information needed to complete a background check.

After submission of their application, qualified applicants, are required to complete a specific background check form sent to them by an independent screening company. This form includes their date of birth and Social Security number. Applicants who refuse to complete the background check form or do not pass the background check will be automatically disqualified.

**PLEASE PRINT CLEARLY**

**Today's date:** \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone (home & cell) \_\_\_\_\_

Email address \_\_\_\_\_

1. How many years have you lived in Sun City Center? \_\_\_\_\_
  - a. Are you a year-round resident? \_\_\_\_\_
  - b. Do you reside in Sun City Center for 11 months of the year? \_\_\_\_\_
  - c. Do you have a valid FL driver's license or FL ID card? \_\_\_\_\_
  
2. Are you willing to serve a term of two (2) years as a Board Director with the option of running for a second term?    \_\_\_ Yes    \_\_\_ No
  
3. Are you available to attend year-round Board of Directors Meetings\* (Monthly Board Meetings, Emergency Meetings, Executive Session Meetings, Special Meetings, and Annual Meeting)?    \_\_\_ Yes    \_\_\_ No  
\*Board Directors are allowed only three (3) excused absences annually. Unexcused, consecutive unexcused and/or excessive excused absences, excluding extenuating circumstances, may be cause for removal as a Board Director per the SCC Security Patrol Board Director Policy.
  
4. How many years have you continuously served on the Security Patrol? \_\_\_\_\_  
Please check with the Office Manager to confirm the date you joined the patrol and that you have 1 year of continuous service as of September 15, 2023.
  
5. Have you volunteered a minimum of 36 hours in the year ending September 15, 2023.
  
6. What are your current duties on the Security Patrol? (Circle all applicable duties and write a Team Number next to your duty. If you also volunteer as a substitute driver/dispatcher, please use Team 32/33 as the Team Number.)

a) Driver (day/night) \_\_\_\_\_

b) Dispatcher (day/night) \_\_\_\_\_

c) Deputy Captain \_\_\_\_\_

d) Captain \_\_\_\_\_

e) Assistant Chief \_\_\_\_\_

f) Deputy Chief \_\_\_\_\_

7. Have you volunteered for external Security Patrol events? (Golf Cart Inspections, Fundraisers, CA Special Events, etc.)     \_\_\_ Yes   \_\_\_ No     If yes, which event(s)?

\_\_\_\_\_

8. What club/organizations in Sun City Center do you currently belong to (please list the club/organization(s) names and the years you have been a member.)

\_\_\_\_\_

\_\_\_\_\_

8a. Were you an officer and/or a director within the organization(s) you listed above?

\_\_\_ Yes   \_\_\_ No

If you answered yes, please list your position, name of the organization(s) and year(s) you served as an officer and/or director.

\_\_\_\_\_

9. Do you currently participate in any other volunteer organizations in Sun City Center?

\_\_\_ Yes   \_\_\_ No

If you answered yes, please list them. (Do not list club and/or social affiliations, i.e., bridge club, dance club, men's/Women's club, etc.) Examples: Emergency Squad, Samaritan Services, etc.

\_\_\_\_\_

\_\_\_\_\_

9a. Were you an officer and/or a director within the organization(s) you listed above?

\_\_\_ Yes   \_\_\_ No

If you answered yes, please list your position, name of the organizations(s), and year(s) you served as an officer and/or director.

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10. Have you ever served as a Director and/or Officer on any previous Board of Directors (HOA, POA, and/or Non-profit Organization)?      \_\_\_ Yes    \_\_\_ No

10a. If you answered yes, please list your position, name of the organization(s), and year(s) served as an officer and /or director.

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11. Are there any specific areas, projects, or programs you are interested in participating in and contributing to?

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12. Are there any specific board roles you are not interested in participating in and contributing to?

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13. In your opinion, in 50 words or less, how would you view yourself to be a contributing director on the Security Patrol Board of Directors? (You may attach a separate sheet if additional space is needed.)

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**Please prepare a short half page bio as part of your election publication and bring two copies to your interview.**

All information submitted on this application is correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date