

2025 BCBA Board Election Announcement

What: 2025 Boulder Creek Business Association (BCBA) Board Elections

When: The deadline to be added to the ballot is **March 3 2025 at 5:00 PM**

Voting will be held in person at the March Voting Members Meeting on **March 18 2025, from 6-7pm**

Where: At the March Voting Members Meeting, at the IOOF (152 Forest Street Boulder Creek, CA 95006). Snacks and drinks will be provided.

How: Send an email to info@bcba.net or [fill out this form](#) to nominate a member or add your name to the ballot.

Qualifications to serve on the BCBA Board of Directors include being actively engaged in a recognized and established business, service or professional organization within the Boulder Creek / San Lorenzo Valley area. Please read below for additional information and requirements.

This email notice is being sent to all 2025 BCBA members to explain the election process and dates, and to invite any members who are interested in serving on the Board of Directors to add your name to the ballot. You must submit your name to info@bcba.net or [fill out this form](#) by **March 3 2025 at 5:00 PM** to be added to the ballot.

After the nomination deadline a Sample Ballot will be prepared and sent to the membership prior to the election so that members have time to reflect on their choices prior to voting at the Meeting. Nominations of eligible members who are not on the ballot may also be made from the floor at the Tuesday **March 18** Meeting.

The BCBA Board is made up of nine members. There are four Officer positions: President, Vice President, Secretary and Treasurer, and there are five Board Directors at Large positions.

At the **March 18 2025 Meeting** BCBA members will be provided the Official Ballot to vote for each of the four officer positions, and the Board Directors at Large positions. Officers and the five Board Directors at Large candidates receiving the most votes will be elected. **BCBA Members must be in attendance to vote, there is no proxy voting (1 vote per membership).**

The BCBA by-laws outline the duties of Officers:

1. **PRESIDENT:** The President, subject to the control and direction of the Board of Directors, shall have general direction over the affairs of the Association and shall preside at all meetings of the members and Directors, and shall be an ex-officio member of all committees.

2. **VICE PRESIDENT:** In the absence or disability of the President, the Vice President shall perform their duties. The Vice President shall also perform such other duties as are designated by the President.

3. **SECRETARY:** The Secretary shall keep, or cause to be kept, full and complete records of the attendance and proceedings of the meetings of the members and the Board of Directors, shall countersign all deeds, conveyances, obligations, certificates and other papers and instruments in writing that may require such counter-signatures, except as provided under

duties of Treasurer. Shall make services and publication of all notices that may be necessary or proper, and shall perform all such duties as generally pertain to his/her office as may be required by the Board of Directors.

4. **TREASURER:** The Treasurer shall keep and maintain or cause to be kept and maintained adequate and correct accounts of the properties and business transactions of the Association including accounts of its assets, liabilities, receipts and disbursements. The books of account shall be at all times open to inspection by any director. The Treasurer shall have custody of all funds and accounts of the Association, subject to the approval and order of the Board of Directors. He/She shall collect income and disburse funds by such methods as may be designated by the Board and shall render financial reports as requested by the Board. He/She shall be authorized and empowered to sign, endorse and deliver in the name of the Association for its purpose, checks, notes, drafts and other documents.

Board Director at Large: responsibilities include attending meetings, being involved with planning and volunteering at BCBA events such as the BCBA Annual Dinner/Auction, biannual Town Sweeps, 4th of July Parade, National Night Out, Downtown Trick or Treat, Small Business Saturday, and the Winter Festival.

Board directors should also participate in committee work on projects for town improvements and economic development of Boulder Creek.

Board directors should voice their opinions on appropriate budgeting of funds, research and present ideas to sponsor opportunities and events that benefit member businesses, town improvement projects (short and long term), promote BCBA events, and maintain open and productive relationships with local government and law enforcement to create a better and safer downtown.

For further information, interested BCBA members should send an email to info@bcba.net, [fill out this form](#), or contact one of the current board directors: Karen Edwards, Tamara O’Kelly, Robin Imholte, Kim McCann, Shannon Somers, Christina Re, Dawn Harker, Courtney Faulkner, and Olivia Potter.

Deadline: If you would like to be a candidate or nominate a member for the 2025 BCBA Board of Directors please send an email to info@BCBA.net or [fill out this form](#) by **March 3 2025 at 5 PM** to be added to the Sample Ballot that will be sent to the BCBA membership prior to the election on **Tuesday, March 18 at 6pm at the IOOF Building (152 Forest Street Boulder Creek, CA 95006).**

Election results will be announced at the end of the Meeting if time permits and/or will be emailed to the membership the following day.

Thank you,

The Boulder Creek Business Association Board of Directors

Karen Edwards	Dawn Harker
Tamara O’Kelly	Courtney Faulkner
Robin Imholte	Olivia Potter
Kim McCann	
Shannon Somers	

Christina Re