

SENECA PARK HOMEOWNERS ASSOCIATION

c/o Vanguard Management Associates, Inc.
P.O. Box 39 • Germantown, Maryland 20875-0039
(301) 540-8600 • <https://portal.vanguardmgt.com>

July 11, 2025

INVITATION Board of Directors Election

Dear Seneca Park Homeowner,

The time has arrived for the **Annual Meeting and Election** for the Seneca Park Homeowners Association. The meeting is scheduled to take place at **7:00 p.m.** on **September 24, 2025**. **The primary business of the meeting shall be the election of three (3) Directors. Two (2) Directors for terms of three (3) years each and one (1) Director for a term of two years to fill a currently vacant position.**

Enclosed is a "**Candidate Questionnaire**" for your use should you desire to become a candidate for a position on the Board of Directors. **If so, please complete the questionnaire and return it to the Association as indicated on the questionnaire form.** Copies of those questionnaires will be included with the official notice of annual meeting to be mailed to all homeowners prior to the meeting.

The responsibilities of a Director encompass all aspects of the operation and governance of the Association. Candidates should have some familiarity with the Declaration, By-Laws and the general policies, procedures, and rules for the Association; be willing to give 2-3 hours of time every two (2) months to Association business, primarily through attendance at each bi-monthly Board meeting; and have a willingness to fairly represent all members of the Association.

Interested candidates should note that the Corporate Transparency Act (CTA), a federal law enacted to combat money laundering, terrorist financing, and other illicit activities, requires each Director of the Board to submit their name, address, and photo ID to the Financial Crimes Enforcement Network (FINCEN), a division of the US Department of the Treasury. Failure to comply with the CTA reporting obligations can result in criminal and civil penalties, including monetary fines and imprisonment.

Additionally, the Montgomery County Commission on Common Ownership Communities (CCOC) requires all directors to complete an online course within 90 days of being elected, and every three years thereafter. The roughly 2-hour course is designed to promote more knowledgeable and responsible management of common ownership communities.

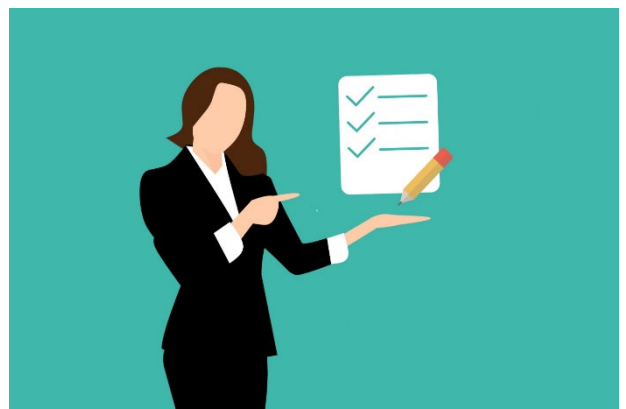
Thank you for your time, attention and interest in Seneca Park Homeowners Association.

For the Board of Directors,
SENECA PARK HOMEOWNERS ASSOCIATION

Maria Nicholas

Maria Nicholas
Community Manager
(301) 540-8600 ext. 3312
info@vanguardmgt.com

Enclosures



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2025 CANDIDATE QUESTIONNAIRE

Please Print or Type

Name: _____ Telephone: (H) _____

Address: _____ (C) _____

_____ E-mail: _____

Seneca Park Address (*if different*): _____

Have you ever been involved with a Homeowners Association, Condominium or other community organization? Please explain.

What background or experience do you have which may qualify you for a position as a Director? Jobs, organizations, etc.?

What are your reasons for seeking nomination for a Director position? Goals? Ideas?

Other comments or ideas?

RETURN TO:

Seneca Park Homeowners Association
c/o Vanguard Management
P.O. Box 39
Germantown, MD 20875-0039

RETURN BY: **August 6, 2025**

OR VIA E-MAIL TO: info@vanguardmgt.com