



**Greenbriar Oceanaire Community Association**  
**NOMINATION FORM**  
**Appointment to the Board of Directors**  
**September 25, 2017**

I, Susan L. Schmidt being a member in good standing in the Greenbriar Oceanaire Community Association, under the provisions of the duly recorded instruments governing this Association, do hereby submit my name for consideration for the Board of Directors.

My home address is: 40 Brigantine Blvd. Waretown, NJ 08758

**PERSONAL INFORMATION**

Occupation: Self Employed Seamstress

Education: Technical School – Data Processing, Brookdale Community College – Programming 12 Credits

Experience: I have worked as a Computer Manager in several small firms including 2 accounting and 2 mortgage companies. I have trained all personnel in use of computer software as well as choosing hardware and software packages to expedite and upgrade daily operations. I implemented new systems and saw them through from implementation, installation and balancing of all accounts to the new systems. Hired and trained new staff.

In 2003 I opened my own sewing business where I provide custom sewing and embroidery.

Social / Professional Memberships / Hobbies: VFW Auxiliary, Pieceful Shores Quilt Guild, At GOCA – Bocce Club, Quilt Club, Pinochle Club, Governing Docs Committee

How will you be an asset to the GOCA Board of Directors? Since moving to Greenbriar I have attended all but 6 open Board of Director meetings enabling me to have extensive knowledge of board protocol. I also been both a past Treasurer and President of VFW where Robert's Rules were always followed. I have trained new members not only in Americanism but Parliamentary Procedures. I tended bar under a club license understanding all ABC policies. I have been both a Deacon and an Elder of my church – Faith Reformed Church, Hazlet and served on several committees including current chair of the Endowment Fund and recommending our investments. I was also one the the elite few entrusted with taking home all envelopes on a given Sunday to categorize and deposit all funds. I also implemented an internal audit system and procedures that has been followed for over 20 years. At Greenbriar I have taken the opportunity to read most major contracts and at meetings raised questions when I saw something of interest or concern. My use of Resident Service Forms has been extensive giving me answers to how committees operate within the GOCA guidelines.

Nominee Signature: Susan L. Schmidt

This completed form must be returned to the Greenbriar Oceanaire Management Office at  
1 Heritage Circle Waretown, NJ 08758  
by 4:00 p.m. August 4, 2017

THIS FORM CAN BE FAXED TO THE MANAGEMENT OFFICE: (609) 693-9072 or emailed to  
[greenbriaroceanairemgmt@comcast.net](mailto:greenbriaroceanairemgmt@comcast.net)

ALL NOMINEES MUST BE MEMBERS IN GOOD STANDING IN ACCORDANCE WITH THE BY-LAWS  
ARTICLE III, PARAGRAPH 3.11

Candidates Night will be held August 22, 2017 in the Ballroom at 7:00 pm  
Attached additional sheet if needed