

## **ELECTION COMMITTEE MINUTES**

January 14, 2015, 2:00 P.M.

Eldorado Community Center Conference Room

### **1. Call to Order**

The meeting was called to order by Chair, Kathie Graham at 2:02 P.M. Members present were Mary Cassidy, Bette Knight, Carol Lachman, Joe Loewy and Alternate Jean Crawford. Jeanne Calzada, Board Liaison was in attendance. All voting members were present.

### **2. Approval of Previous Minutes**

Motion to approve the minutes as presented was made by Carol Lachman, seconded by Mary Cassidy. Motion carried by voice vote, 4-0.

### **3. Approval of Agenda**

Motion was made by Joe Loewy and seconded by Carol Lachman to add to Old Business, letter C. Scan Ballot Comparison and under Bylaws Review to add letter A. Review Action List. Motion carried by voice vote, 4-0.

### **4. Open Forum**

None

### **5. Board Liaison Report**

Interim General Manager is Paul Skojec, HOAMCO Vice President Board Retreat, February 7, 2015, 9-3 P.M. Board is requesting a sample of the spreadsheet to be used to identify lot owners and multi digit numbers during the election counting process. (Agenda item: New Business, B., 6)

### **6. Old Business**

#### **A. Nomination Petition**

The Board requested that the date on the Nomination Petition be the same as the Date of Record. The Board at their December 18, 2014 meeting approved the amended petition.

#### **B. Open Meetings Act standards**

Committee members revisited the Open Meetings Act discussion and suggestions were made to the document presented in December. Motion by Joe Loewy, "In order to maintain the principles of openness and transparency supported by the ECIA Election Committee the following best practices and procedures are adopted". Seconded by Mary Cassidy and carried by voice vote, 4-0. Joe Loewy will prepare the final copy.

#### **C. Scan Ballot Comparison**

The Election Committee has not heard any feedback on the report that was presented to the Board in November. The report cover letter asked for information that is necessary for the upcoming election. Jeanne Calzada, Liaison was able to share that the Board's consensus at the Working Session was to have the Committee include a multi digit

number on the Ballot and outgoing envelope. The Board Liaison indicated that a non-disclosure form for the printer would come from our attorney.

The Election Committee has put solid procedures into place and is always working to make the election better. It has been duly noted that the statement: "There has never been any fraud associated with the annual election" may be erroneous.

## 7. New Business

### A. Annual Committee Report

Chair, Kathie Graham presented the Election Committee report to be included in the Annual Report. Members discussed and agreed to the Draft 2 presented.

### B. 2015 Election

#### 1. Candidate Forum and/or Meet-and-Greet dates – recommendation to Board

Jeanne Calzada, Board Liaison, will submit these dates for consideration for the 2015 Candidate Forums – Saturday, March 21, 2014, 10 - noon, Railroad Building and Wednesday, April 15, 2014, 7-9 P.M. TBA.

#### 2. Moderator

It was the consensus of the committee to ask local individual(s) to moderate the Candidate Forums. Names were presented and these people will be asked to moderate.

#### 3. Key Calendar changes/additions

All Committee members have an updated calendar.

#### 4. Ballot Language

A draft of the Ballot and Ballot Instructions was presented and discussed with minor changes suggested. Kathie will send Committee members an updated version to verify.

#### 5. Non-disclosure Statement

The Non-Disclosure form would come from our attorney.

#### 6. Multi digit number on Ballot and envelope

Kathie Graham and Joe Loewy will create a sample ledger sheet that will be used during the election process to identify lot owners using a random multi digit number for the Board's review. Joe Loewy will provide to the Board Liaison prior to the next Board Working Session.

### C. Policies and Procedures change re Nomination Petition deadline and others, if any

Kathie Graham presented changes concerning the Election Policies and Procedures to be brought to the Board Working Session 1, February 5<sup>th</sup> by Liaison, Jeanne Calzada. Joe Loewy moved to accept the corrections to the Policies and Procedures as presented. Mary Cassidy seconded the motion. Motion carried 4-0 by voice vote.

## 8. Bylaws Review

### A. Bylaws Review Action List

Action List items were visited and noted as to specific time line details with completed items noted and the status of other items.

B. Publicity

Committee members will discuss publicity at a future time.

C. Content Review

Committee members received a line by line numbered copy of the current version of the Bylaws for review prior to this meeting. No further discussions were conducted due to time considerations.

D. Request to ECIA Board to ask HOAMCO for access to best 2 or 3 HOA Bylaws

Secretary, Bette Knight has asked our Board Liaison to request other HOA Bylaws for the Committee's review.

9. Adjournment

The next Election Committee meeting will be held on Wednesday, February 11, 2015, 2:00 P.M., in the Conference Room at the Eldorado Community Center.

The meeting was adjourned at 4:30 P.M.

Bette Knight, Secretary