

## ELECTION COMMITTEE MEETING

October 9, 2019 2:00 P.M.

Eldorado Community Center Conference Room

1. 1. Call to Order - The meeting was called to order by Chair, Bette Knight at 2:12 P.M. Members present were Butch Gorsuch and Mary Cassidy. Jody Price and Kathie Graham were excused. Board Liaison Nancy Sulzberg was present.
2. 2. Approval of Previous Minutes – The Minutes for August 14, 2019 were approved 4-0 by email. A motion to confirm the email votes was made by Butch and seconded by Mary. Motion carried by voice vote 3- 0.
3. 3. Approval of Agenda – A motion to amend the agenda to add Publicity to New Business was made by Mary and seconded by Butch. Motion carried 3-0 by voice vote.
4. 4. Open Forum - None
5. 5. Board Liaison Report – Nancy discussed how to best share Election Committee information with the Board. It was decided that a general status report (documents in progress) should be given to the Board at Working Sessions. Additionally, finalized documents should be presented to the Board for approval.
6. 6. Old Business – Finalize Nomination Petition Update. The committee reviewed and finalized the 2020 Nomination Petition, adding dates for Candidate Forums (Thursday March 12, 2020 and Monday April 6, 2020). A motion to present the 2020 Nomination Petition to the Board for approval at the 21 October Working Session was made by Mary and seconded by Butch. Motion passed 3-0 by voice vote.
7. 7. New Business –
8. a. One Drive Documents Review – It was agreed that Agendas, Minutes and Annual Reports documents be retained by the committee for 5 years. The Board has its own Retention Policy for these documents. It was also agreed that Miscellaneous draft documents should be deleted. The EC will continue to review old documents for retention or deletion at the October meeting.
9. b. Candidate Forum Dates – added during discussion of Old Business, Finalizing Nomination Petition for 2020.
- i. c. 2020 Election Checklist - The committee reviewed the checklist and added dates for the Candidate Forums.
- ii. d. Publicity – Bette provided draft copy on the 2020 Election to be submitted to the Information Committee for inclusion in Vistas, News Briefs and the ECIA website and on the marquees. The committee reviewed and approved the material.
- iii. e. Election Procedures Update- The committee reviewed and made minor grammatical changes to the Election Procedures. This draft version will be saved on One Drive in Committee Documents/Election Procedure/ Draft Revision as 053 Election Committee - Election Procedures (Draft).
- iv. 8. Adjournment – The meeting was adjourned at 3:50 P.M.

The next meeting will be on Wednesday, November 13, 2019, 2:00 P.M. in the Conference Room.

Respectfully submitted,

Mary Cassidy, Acting Secretary