

**Minutes of the Meeting of the  
ECIA Election Committee  
Held on November 11, 2020**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee ("EC") was held on November 11, 2020. The meeting was held via a ZOOM teleconference and was called to order by Bette Knight at 3:00 PM. Meeting was recorded by ECIA Staff. Four committee members in attendance hence quorum achieved. Specifically, Bette Knight, Kathie Graham, Mary Cassidy and Butch Gorsuch were present. Jody Price was excused. Sal Monaco in attendance as Board Liaison. Sarah Skagen attendance as Staff Representative.
2. Approval of Agenda. There were no suggestions for modifications to the posted agenda. Butch moved to approve the agenda as posted. Mary seconded the motion. Motion carried by a 4-0 voice vote.
3. Minutes. Butch reported the minutes of October 14, 2020 were approved unanimously 4-0 via email. A request was made of staff on October 25, 2020 to post the minutes to the ECIA website, and the minutes were posted the next day.
4. Open Forum. None of the attendees of the meeting requested to discuss any topics under the Open Forum format.
5. Board Liaison Report.
6. Given recent coronavirus surges and New Mexico Public Health Order, the ECIA Community center is closed except for maintenance personnel. Everyone else is working remotely.
7. Budget is scheduled to be approved at the November 23<sup>rd</sup> Board meeting. Assessments are planned to be sent out to residents at end of November with a due date of February 15, 2021. Assessment is unchanged from previous year and is at \$550. The due date is moved up to 15<sup>th</sup> to encourage residents to pay earlier so as to allow more people to be eligible to vote. Grace period will continue to be April 1<sup>st</sup>.
8. A task group has been established by the Board to review current insurance situation (current policy expires April 2021). ECIA wishes to improve insurance posture (e.g. swim lessons).
9. Board will hold a committee chair meeting on November 18<sup>th</sup>, continuing discussion from previous meeting on compliance. Previous meeting discussed issues with dogs (leashed, unleashed, etc.) along with a few other issues. ECIA is facing issues with members and nonmembers using common properties (e.g. Preserves). Does ECIA need different policies for different areas?
10. Board has approved five new cameras for the dog park. Need for cameras caused by recent dog interactions and dog owner interactions.
11. Improvements made to procurement policy.
12. ECIA has procured a four-wheel drive vehicle to assist in maintenance of the greenbelt areas. Additionally, ECIA has procured a chipper.
13. The group working on a new ECIA logo has made progress and is expected to present current findings at the next Board meeting.
14. The Board will not hold a meeting in December this year.
6. Old Business.
7. Election Checklist – Bette reported she has submitted a publicity article to information committee by 11/5 deadline.

Bette will begin work on key election dates. Sarah indicated Melinda is the proper person to contact as she is the official Staff liaison for the Election Committee.

Another publicity article will be written for the January Vistas with the deadline being December 5<sup>th</sup>.

Sarah advised the Webpostings account via email should be used for updates to website or eblasts. Contact Melinda for updates to the Marquees.

Bette will update the election checklist on Onedrive.

- a. Electronic Voting – Per Sal: There are no new updates since last committee meeting, as the update to the website is required before additional work on electronic voting can continue. No meeting has taken place. Website expected to be updated by end of year.
- a. Publicity – As noted in item (a) above, an Article has been submitted for December Vistas. A schedule exists for submission of remaining publicity articles
- a. Meeting Policy and Charter – Butch reviewed current status of the proposed charter to committee. Suggestion was made to add a section to cover executive session. Butch to add that section and committee to review at next meeting.
- a. Nomination Petition – Committee reviewed the two alternatives prepared for the meeting. After discussion committee agreed to a revision to support the candidacy of a petitioner via email. Mary moved to allow an email for support of a nomination in lieu of a physical signature. Kathie seconded the motion. Motion carried by a 4-0 voice vote. Butch to clean up the review comments.
- 7. New Business. No new business conducted

The next regularly scheduled monthly meeting will be held on Wednesday, December 9, 3:00 P.M. in the ECIA Conference Room or by Zoom.

- 8. Adjournment. Adjourned at 4:36 PM.

For the ECIA Election Committee

By: \_\_\_\_\_/s/\_\_\_\_\_ \_11/20/2020

Secretary Butch Gorsuch

Date