

## **ELECTION COMMITTEE MINUTES**

November 12, 2014

Eldorado Community Center Conference Room

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

The meeting was called to order by Chair, Kathie Graham at 2:07 P.M. Members present were: Mary Cassidy, Bette Knight, Joe Loewy. Alternate Jean Crawford attended after an appointment. Jeanne Calzada, Board Liaison was present. Carol Lauchman, excused. A quorum was established.

### **2. Approval of Previous Minutes from October 8, 2014**

Mary Cassidy moved to accept the October 8<sup>th</sup>, 2014 minutes as written. Joe Loewy seconded the motion. Motion carried, 3-0, by voice vote.

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

Item added to the Agenda: New Business, D. Charter/Mission Statement Revision. Bette Knight moved to approve the amended agenda and Mary Cassidy seconded the motion. Motion carried, 3-0, by voice vote.

### **4. Open Forum**

None

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

Upcoming Calendar Dates: WS2 – Monday, November 17, 2014 – Budget Review (6:30 – 8:00 P.M.) Saturday, December 6, 2014, 10:00 A.M., Public Finance Meeting, Railroad Building Saturday, December 6, 2014, 1:00 – 4:00 P.M. – 2<sup>nd</sup> Public Forum with HOAMCO, Railroad Building NOTE: This Forum's time and place has been changed to 2:00 P.M. at La Tienda Performance Space

### **6. Old Business**

#### **A. Scan ballot update**

Joe Loewy presented a cover letter and draft of the Analysis of the Proposed Scan Ballot Election. Discussion followed and members will review a revised draft to be discussed and finalized via e-mail.

#### **B. Use of UBL or other numbering system**

Research continues on the cost considerations of using either a UBL or multi digit number corresponding to the UBL's of Members Eligible to Vote. Committee members endorse the idea of placing reference numbers on mailing envelopes and ballots.

#### **C. Bylaws review**

The HOA Bylaws are reviewed every two years. The Election Committee has been asked to conduct the Bylaws Review. Committee members discussed why it is important to combine voting on Bylaws with a Board of Director's election. The possibility of better voter turnout, if combined, and cost savings to the Association was considered.

### **7. New Business**

A. Destruction of old ballots

Mary Cassidy moved that all election materials, before 2012, be shredded and destroyed with an Election Committee representative present. Joe Loewy seconded the motion. Motion carried by voice vote, 3-0. Kathie Graham will be responsible for the tagging of designated boxes.

B. Posting of draft minutes

This would help community members to see minutes in a timely manner.

C. Website location for Policies and Procedures document

The Election Committee requests that this committee's Policies and Procedures be placed on the ECIA website under the Policies and Rules tab. Kathie Graham will see to this.

D. Charter/Mission Statement Revision

Changes to the Election Committee Charter/Mission Statement were discussed. Joe Loewy moved to amend the Charter as discussed. Mary Cassidy seconded the motion. Motion carried by voice vote, 3-0. Board Liaison, Jeanne Calzada will bring this revised document to the Board for approval.

8. Adjournment

The next Election Committee Meeting will be held on Wednesday, December 3, 2014, 2:00 P.M., in the Conference Room at the Eldorado Community Center.

Meeting was adjourned.

Respectfully submitted by,

Bette Knight, Secretary

---

**ELECTION COMMITTEE MINUTES October 8, 2014 Eldorado Community Center  
Conference Room**

1. Call to Order

The meeting was called to order by Chair, Kathie Graham at 2:07 P.M. Members present were: Mary Cassidy, Bette Knight, Carol Lachman, Joe Loewy and Alternate Jean Crawford. Board Liaison Jeanne Calzada was also in attendance. All voting members were present and a quorum was established.

2. Approval of Minutes from September 24, 2014

Joe Loewy moved to accept the September 24, 2014 minutes as written. Carol Lachman seconded the motion. Motion carried, 4-0, by voice vote.

3. Approval of Agenda

Items were added to the agenda: New Business, B. Bylaws, C. Discussion of UBL's, D. Possible Alternate Candidate. Motion to approve the amended agenda was made by Joe Loewy and seconded by Mary Cassidy. Motion carried, 4-0, by voice vote.

#### 4. Open Forum

The committee heard comments from Carol Lachman and lot owner, Claudia Daigle.

#### 5. Board Liaison Report

Interviews for General Manager continues Board has received input on CPEC Charter from all but two committees Appeal process continues Solar Working Group reports to be reviewed when received

#### 6. Old Business

##### A. Scan Ballot Update

1. Dominion Voting Machine Melissa Colson, Customer Service Representative for Dominion, informed Kathie Graham that there is a base charge of \$1,500 to program this machine. The size of the ballot can be varied to 8.5 X 11 inches.

2. AES Printing There is a \$100 set-up fee for ballots as well as an additional printing fee. Kathie Graham and Joe Loewy are meeting with staff to discuss details on contracts the Association has in place as related to printing.

The total cost for the 2014 Election was \$3,369. Discussion followed about costs.

##### B. Policies and Procedures Revision

Committee members reviewed this document and final changes were added. Kathie Graham will send copies to the committee for approval via e-mail. Motion was made by Joe Loewy to approve the Election Policies and Procedures as amended and was seconded by Mary Cassidy. Motion carried, 4-0, by voice vote. This document will be presented at the Board Working Session 2.

#### 7. New business

##### A. Nomination Petition information and petition amendment

Review and discussion followed. Joe Loewy moved to approve the Nomination Petition form as amended and Carol Lachman seconded the motion. Motion carried by 4-0, voice vote. Jeanne Calzada will present this amended document to the Board at their next meeting.

##### B. Bylaws

An Ad Hoc committee is being formed to review the Bylaws. The Election Committee has been asked to be involved. Discussion followed. The Committee was unanimous in agreeing to help with this review, upon approval from the Board. The committee requests clear direction from the Board in this review.

##### C. Discussion of UBL's

Committee members discussed various ways to incorporate numbers on ballots, including UBL's. This is a part of the research process that is on-going to address this subject.

##### D. Alternate Election Committee Candidate

This process is on-going and potential candidates are welcome to inquire and interview.

#### 8. Adjournment

The next Election Committee Meeting will be held on Wednesday, November 12, 2014, 2:00 P.M., in the Conference Room at the Eldorado Community Center.

Meeting was adjourned at 3:57 P.M.

Respectfully submitted by,

Bette Knight, Secretary