

**Minutes of the Meeting of the  
ECIA Election Committee  
Held on March 10, 2021**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee ("EC") was held on March 10, 2021. The meeting was held via a ZOOM teleconference and was called to order by Bette Knight at 3:04 PM. Meeting was recorded by ECIA Staff. Three committee members were in attendance when meeting called to order hence quorum achieved. Specifically, Bette Knight, Mary Cassidy and Butch Gorsuch were present. Jody Price joined the meeting shortly after 3:30 pm. Nancy Sulzberg attended as Board Liaison. Melinda Espinoza attended as Staff Representative.
2. Approval of Previous Minutes – February 10, 2021. Butch reported previous minutes were unanimously approved via email by a 4-0 vote on 2/21/2021. Minutes were posted to the website on 2/22/2021.
3. Approval of Agenda. Mary moved to approve the agenda as posted. Motion seconded by Butch. Approval of agenda as posted passed by 3-0 voice vote.
4. Open Forum. None of the attendees of the meeting requested to discuss any topics under the Open Forum format.
5. Board Liaison Report.
  - Nancy expressed appreciation to EC on how the issue with the invalid nomination petition was handled.
  - Logo will not be replaced at this time. Color scheme has been changed.
  - Annual report has been finalized. It will not be mailed out before March 15<sup>th</sup> so that the ECIA can follow mailing requirements specified by the Bylaws and New Mexico HOA law. Candidate statements will be included as an addendum along with Election Materials (Ballots, Instructions and Quorum Proxy Statements).
6. Old Business.
  - a. Election Checklist 2021 Update

Bette provided an update on the election checklist. Specifically, items 16 thru 30 were covered.

- a. Publicity

Melinda has been exceptional at getting out publicity. Publicity has been submitted as required.

- a. Election Materials Submitted

Ballot and other materials have been submitted to the GM for coordination with the printer.

- a. Validation of Nomination Petitions

Kathie and Mary reviewed two petitions handed in to Staff on 3/1/2021 shortly after 5pm. A third petition was later discovered in a box reserved for ECIA assessments. This petition was accepted as having been handed in before the time limit expired. When validations of the Petitions were performed on 3/2/2021 (approximately 9:30 am), two of the three petitions were deemed as meeting all requirements. The third petition was deemed incomplete as it was missing the final page, including the signature of the candidate. Each candidate was informed of the status of their petition.

- a. Discuss Candidate Forum – Thursday, March 18, 6:30 – 8:00 PM

Bette covered the Moderator Agenda. Committee made several suggestions on format. Mary suggested language regarding closing statement be moved nearer to end of instructions. Staff will

attempt to have anyone with questions to provide their name and address. Nancy requested we invite the Santa Fe County Commissioner Hank Hughes to the forum.

7. New Business.
- a. Replacement Ballot Affidavit

Replace Ballot Affidavit: Committee discussed current format of the affidavit. Bette to send Nancy a copy of the affidavit, where upon HOAMCO will reformat into a more professional format for committee chair approval.

Replacement Ballot Instructions: Nancy suggested including the words "candidate statements" as to what materials are within the replacement packet. Bette mentioned several envelopes will be marked as replacement at start of election process. The term "Lower Foyer" was changed to "outside the community center front door". Language regarding not accepting ballots after hours to be removed.

- a. Securing Ballot Box/Photo Documentation

It is unknown exactly when annual packet is to be mailed, but when known, committee to coordinate with Julie and ECIA Staff as to where and how to document the ballot box is empty. One suggestion was the Community Center back patio. Ballot box will be secured via padlock and numbered zip tie seals. Bette/Butch to conduct photo documentation and seal the ballot boxes. Bette mentioned she has been able to contact Santa Fe County Clerk Kathryn Clark to secure more zip tie seals.

8. Adjournment. The meeting was adjourned at 4:20pm.

The next regularly scheduled monthly meeting will be held on Wednesday, April 14, 2021, 3:00 P.M. via Zoom.