

## Election Committee

June 12, 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 2:09 P.M. Members present were Butch Gorsuch, Mary Cassidy and Kathie Graham. Jody Price was excused. Liaison David McDonald and Anna Hansen, HOAMCO representative, were also present.

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

The minutes for May 8, 2019, were approved 3-0 via email. On May 23, 2019, the request was made for posting these minutes to the website.

A motion was made by Kathie and seconded by Mary to confirm the 3-0 email votes for approval of the May 8, 2019, minutes. Motion carried by voice vote, 4-0.

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

A motion was made by Mary and seconded by Butch to accept the agenda as presented. Motion carried by voice vote 4-0.

### 4. **4. Open Forum (5 minutes per person, 20 minutes maximum)**

NONE.

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

The Bylaws review ad-hoc committee has met and will meet next week. (Correction: July 2<sup>nd</sup>.) The Working Session Board meeting will be on Monday the 17<sup>th</sup> and the Board meeting will be Thursday, the 20<sup>th</sup>.

According to a representative from Hoamco, the ECIA members will have to approve, by annual ballot, a change in the way the ECIA files its taxes. The IRS Ruling 70-604 requires the vote in order to carry over the budget balance to the next fiscal year. This process can reduce the ECIA's taxes. The Finance Committee will likely research this matter and provide an explanation to the Members of this new process. The Election Committee will create the appropriate ballot format for the annual election.

The "Community Standards for Communication" was in the Vistas. Bette suggested a copy of the document should be provided to each committee chair.

### 6. **6. Old Business**

#### 7. Election Checklist

Item 46; processing the late returns of Quorum Proxy Statements, was completed by Butch and Kathie on May 17<sup>th</sup>. There were very few returns. These late returns were validated and placed in the 2019 election documents box which was sealed, marked with the destruction date and securely stored by Staff.

The post mortem of the quorum proxy statement returns was discussed last meeting. Mary will create a summary of the assessment for Board.

A. B. OneDrive Documents Review - Status

Butch moved the 2015 election documents with one retention vote into a new folder, "Documents Pending Deletion". Documents with two or more votes will be retained. Mary's listing of documents will be deleted.

Mary checked the Operating Documents for potential deletion and will send her evaluation for the Committee's review.

**7. 7. New Business**

8. Discuss cancelling July and September monthly meetings

Bette commented there was not much to be discussed for those months. Butch moved to cancel the July regular meeting then resume on August 14th. Mary seconded the motion. Motion was carried by 4-0 voice vote.

A. Status of processing late returns

See 6A.

1. Status of Record Retention for 2018 Election

See 6A.

1. Should EC post its Meeting Policy on Website?

It might be helpful for other committees as an example. Butch moved to ask staff to post this document under Election Committee, About tab, on the website. Mary seconded. The motion carried with 4-0 voice vote.

Bette offered a suggestion that some of the Election Committee meet with the new board members to go over the governing documents, especially the Bylaws, and provide them opportunity to ask questions.

David said the Board will discuss this at the Working Session and get back to Bette.

**8. 8. Adjournment**

The next regularly scheduled meeting will be on Wednesday, August 14, 2019, 2:00 – 4:00 P.M. at the Eldorado Community Center Conference Room.

The meeting was adjourned at 3:00 P.M.

Respectfully submitted,

Kathie Graham, Secretary