

ELECTION COMMITTEE MINUTES

June 30, 2014, 10:00 A.M.

Community Center Conference Room

1. Call to Order

The meeting was called to order by Chair, Kathie Graham at 10:12 A.M. Members present were: Mary Cassidy, Bette Knight, Carol Lachman, Joe Loewy. Board Liaison, Jeanne Calzada and Alternate Board Liaison, Greg Colello were also in attendance. Absent was Alternate, Jean Crawford.

2. Establish Quorum

All voting committee members were present and a quorum was established.

3. Approval of Minutes from June 16, 2014 committee meeting.

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

4. Approval of Agenda

Joe Loewy asked to amend Agenda Item #6 (B) Old Business to include:

1) Charter Revision

2) Election Policies and Procedures continued

Mary Cassidy moved to accept the agenda as amended; Joe Loewy seconded the motion and motion carried, 4-0, by voice vote.

5. Board Liaison Report

Jeanne Calzada, presented to the Board the recommendations for new members to be added to the Election Committee. As per Kathie Graham's letter dated June 18, 2014, the committee asked for approval of Bette Knight and Carol Lachman to join the Election Committee. The Board unanimously approved these new members. Also acknowledged was the status change of Jean Crawford from full voting member to alternate member. Elizabeth Ebner announced her resignation at the June 16th, 2014 Election Committee meeting. The Board recognized the service that Elizabeth gave to this Committee.

The Board attended a retreat in June and received training on the Standard HOA Ethics and Finance as part of their retreat.

6. Old Business

A. The Nomination Petition and Information Sheet Review continued with final details included for a Final Draft to be prepared by Chair, Kathie Graham. Mary Cassidy moved to accept the Review as amended. Joe Loewy seconded the motion. Motion carried, 4-0 by voice vote.

B. Election Policies and Procedures Review

1. Charter Revision

Joe Loewy brought to the committee's attention that consistency in wording needed to be brought up to date in the current Charter as it

relates to the Election Policy and Procedures document. It was moved by Bette Knight to insert wording in the Charter regarding the job and responsibilities of the Alternate. Mary Cassidy seconded the motion. Motion carried 4-0 by voice vote.

2. Election Policy and Procedures review continued

Committee members approved and worked on Section B through Section D, Number one. Next meeting we will continue reviewing at Section D, Number 2.

3. Review procedures for elections other than Board elections

Moved from Old Business (E). Deferred to next meeting.

At 11:35 the Committee members went back to Old Business, #6, D and proceeded on with the agenda.

C. Ballot Box seals

It was moved by Bette Knight to have Joe Loewy meet with County Clerk, Geraldyn Salazar to pick up seals to be used in sealing the Ballot Box used for elections. Mary Cassidy seconded the motion. Motion carried, 3-0-1 abstain (Joe Loewy).

D. Duties of Committee Members

Recognized duties for Chair, Vice Chair and Secretary will continue as usual. Other members will be assigned duties, as requested by the chair, based on specific activities/tasks.

Mary Cassidy offered to work with the Charter to bring it into uniformity with the new format that the Board has asked all committee's to use. A standardized template has been provided for the committee to use. Bette Knight was asked to assist in this task.

It was brought to the Committee's attention that the ECIA website lists this committee as "Elections" Committee and the committee will suggest a change needs to be made to be "Election" Committee.

7. New Business

A. Greg Colello – paper vs. scanner ballot procedures

A side-by-side comparison of the above mentioned types of ballots will be researched and worked on by Joe Loewy, along with Greg Colello and Board Liaison, Jeanne Calzada.

The Election Committee will finish its review of the Election Policies and Procedures in preparation for the 2015 election.

8. Adjournment

Date for the next Election Committee meeting will be Wednesday, July 23, 2014, 10:00 A.M.

A Motion to adjourn was made by Carol Lachman and seconded by Mary Cassidy. Motion carried, 4-0 by voice vote.

Meeting adjourned at 12:05 p.m.

Respectfully submitted by:

Bette Knight, Secretary