

**Minutes of the Meeting of the
ECIA Election Committee
Held on September 9, 2020**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee ("EC") was held on September 9, 2020. The meeting was held via a ZOOM teleconference and was called to order by Bette Knight at 3:03 PM. Meeting was recorded by ECIA Staff.

Five committee members were present; therefore, a quorum was achieved. Specifically, Bette Knight, Mary Cassidy, Kathie Graham, Jody Price and Butch Gorsuch were present. Board Liaison Sal Monaco and Staff Representative Sarah Skagen were also present. Sarah was the ZOOM coordinator.

2. Approval of Agenda. Butch moved to approve agenda as posted. Motion seconded by Jody. Motion passed by 5-0 via a voice vote.
3. Minutes. Butch reported the minutes of August 12, 2020 were approved unanimously 3-0 via email. A request was made of staff on August 21, 2020 to post the minutes to the ECIA website, and the minutes were posted the same 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. Board liaison Sal Monaco reported:

The Board has reviewed the budget for 2021. A finance committee presentation of the budget is scheduled for October 20th.

The proposed Record Retention Policy is available for review by members. There is an expectation of adoption during the October Board meeting. Comments on the policy have already been made. Additionally, comments on the policy by EC members will be presented by the Chairperson to the appropriate Board member on September 16th.

An integrated county improvement plan submitted by the ECIA. The plan includes five road improvements and three bike/hike improvements. There is no certainty of what might be forwarded to legislature or approved by legislature. The plan submitted is a multi-year plan.

The Board has developed a new process to get assessment checks uploaded to the ECIA account within one business day by using online check scanning by the office. This would eliminate mailing of the check and hopefully result in a higher percentage of Members being eligible for voting. All existing methods of payment will be retained. A lockbox will be used with dual control methods.

The new contract with HOAMCO is in its final review. It is basically the same contract although a few provisions are different, such as staff receiving and processing an assessment check as noted in previous item. Another difference is a less restrictive employee contract utilizing a sunset provision of one year. Contract possibly adopted by September 21, 2020.

Bette mentioned that she will visit with Melicent on the Record Retention Policy this coming Friday.

6. Old Business.

Destruction of 2019 Election Materials – Bette reported she inspected the 2019 Election Materials on August 19, 2020. The box only contained quorum proxy statements associated with 2019 Election count activity. The box was turned over to ECIA Staff and GM Julie Navarro confirmed the materials were shredded on August 20, 2020. This 2020 election task is now complete.

Election Procedures Review – Bette presented the draft version of the proposed update to the Election Procedures to the committee. Jody made a motion to send the proposed update to the

Board. Motion seconded by Mary. Motion passed via voice vote 5-0. A PDF of a clean copy of the procedures was emailed to Bette for presentation to the Board.

Nomination Petition – Bette presented an updated version of the 2021 Nomination Petition to the committee. Date fields have been amended to correct value. Committee/Liaison discussed the meaning of “full time resident”, which was resolved after it was pointed out the Bylaws only used the term as it related to Board Members. Also discussed were campaign sign removal dates along with potential Candidate forums which will be reviewed at the October Election Committee meeting.

7. New Business.

No new business was discussed.

8. Adjournment – Meeting was adjourned at 3:56 PM

The next regularly scheduled monthly meeting will be held on Wednesday, October 13 at 3:00 P.M. in the ECIA Conference Room or by Zoom.

For the ECIA Election Committee

By: _____/s/_____ _9/9/2020

Secretary Butch Gorsuch

Date