

**Minutes of the Meeting of the ECIA
Election Committee
Held on February 9, 2022**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee (“EC”) was held on February 9, 2022. Meeting called to order at 3:07 PM. The meeting was held in hybrid mode where some were in attendance in person and others via ZOOM on the OWL system. Specifically, committee members Bette Knight, Mary Cassidy, Kathie Graham, and Butch Gorsuch were in attendance in the ECIA Conference Room. EC member Jody Price attended via Zoom. Board liaison Jon Turkle attended in person. Ciara Walsh was the ECIA Staff representative and Zoom administrator. Meeting was recorded by ECIA Staff. Quorum was achieved.
2. Approval of Previous Minutes. Butch reported previous minutes were unanimously approved 4-0 via email and were available on January 27, 2022 on the website.
3. Approval of Agenda. No amendments to the agenda were tendered. Mary moved to accept the agenda as posted. Seconded by Butch. Motion to accept agenda as posted passed via voice vote 5-0.
4. Open Forum. No attendees of the meeting asked to speak to the Committee in Open Forum.
5. Board Liaison Report. Jon reported the committee’s proposed v5.4 Election Procedures were presented to and approved by Board during the regular January Board meeting. Jon also reported that ECIA Communication Coordinator Pamela Villars has resigned. Communications should be coordinated via ECIA staff as a new Coordinator is sought.
6. Old Business.
 - a) Election Procedures – Bette reported the recently approved Election Procedures have been signed and are available on One Drive. Butch noted that both a “clean” (Word) and “signature” (PDF) copy are on One Drive. Bette also noted the approved committee charter is also on One Drive.

Secretary’s Note: Not discussed during meeting but the Election Procedures are available on the Eldorado website on the Election Committee’s page.

Bette also mentioned she met with Julie Navarro and the chosen printer for the annual meeting and election materials. Light green was chosen as the color for the QPS paper stock. Bette informed the printer of issues with the security paper from the 2021 Election (some of the printed ballots did not appear to be printed on security paper). Printer informed that two different stocks may have been used causing the issue, and should not be an issue this year. Printer also informed the security paper to be used this year will be of a lighter (less blue) shade. An example of a photographed sheet of security paper displayed by Bette that clearly had “VOID” displayed on the photocopy.

- b) Election Checklist – Bette updated committee on status of checklist items. Item 10 (Printer RFP) has been completed. Printer was bid out and Paper Tiger chosen. Item 12 (February publicity) has been completed with article submitted. Item 13 (Committee annual report) still due but will be completed. Item 15 (Select Printer/NDA) partially completed with printer selected. Bette to confirm NDA is in force.
- c) Publicity Schedule – Bette reported publicity articles submitted to ECIA staff January 5th (see above).

- d) Ballot & QPS – Paper stock for QPS will be light green. Short discussion among committee as to any changes required for either document. Kathie moved to approve both documents (minus future update for candidate information on ballot). Mary seconded motion. Motion passed via voice vote 5-0.

7. New Business.

- a) Ballot Box Placement – After a short discussion, Butch motioned to table this item until the March committee meeting, as pandemic status may change over the next month resulting in changes as to where/how the Ballot box is to be place. Mary seconded motion to table. Motion to table passed via voice vote 5-0.
- b) Update and Confirm Officers – Bette asked committee if any changes in Officers are required or needed. No changes were suggested. Motion by Jody to keep Officers same. Mary seconded. Motion passed via voice vote 5-0.
- c) NP Acceptance-volunteers – Bette asked for volunteers from committee to perform Election Procedures requirements for review and acceptance of Nomination Petition on March 1st. Mary and Butch volunteered for these duties. (Approximately 4:30 PM to 5:15 PM on March 1st.)
- d) NP Validation – volunteers – Bette asked for volunteers from committee to perform Election Procedure requirements for validation of submitted Nomination Petitions. Kathie and Bette volunteered for these duties. (Approximately 9:00 AM on March 2nd.)
- e) Replacement Ballot Procedure – Bette asked committee members to review the ballot replacement procedures. Butch asked to move documents into 2022 election events folder from 2021 folder.

Secretary Note: This request completed before end of meeting.

8. Adjournment. Meeting adjourned at 3:57 PM.

The next regularly scheduled monthly meeting will be held on Wednesday, March 9, 2022, 3:00 P.M. via Zoom or at Community Center.