

**Minutes of the Meeting of the ECIA
Election Committee
Held on August 10, 2022**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee (“EC”) was held on August 10, 2022. Meeting called to order at 3:09 PM. The meeting was held in hybrid mode, although no attendees were present via Zoom. Specifically, EC members Bette Knight, Jody Price, Mary Cassidy and Butch Gorsuch attended physically. No Board liaisons were available. Jocelyn Rizo from ECIA staff performed administrative services for Zoom and recorded the meeting. Quorum was achieved.
2. Approval of Previous Minutes. Butch reported the previous minutes (from May 2022) were approved and posted on May 17, 2022. Approval via email 3-0.
3. Approval of Agenda. Mary motioned to approve the agenda as posted. Jody seconded. Motion to approve agenda passed by voice vote 4-0.
4. Open Forum. Bette shared that Kathie Graham, who recently retired from the Election Committee, joined in 2010 and served on the committee for twelve years. Per what historical documents still exists, there likely was no standing Election Committee prior to 2009.
5. Board Liaison Report. No Board Liaison was available. In absence Bette shared the ECIA is going to try a recruitment drive for committees. Committees were asked to write an article for the October Vistas (to be submitted by September 5). The October publication will be about committees and how members can volunteer to be a part of an ECIA committee. Jody volunteered to write this article. Photos may be optionally submitted. Bette to send Board’s email to committee members as to what the Board is requesting from each committee.
6. Old Business.
 - a) Election Checklist: Bette mentioned Mary processed 13 ballots in “Post Election” processing of late arriving ballots. Mary noted no retention date had been written on the box containing 2022 Election Materials. Bette indicated 2025 needs to be added to the outside of the box so as to indicate when the contents have exceeded the retention guidelines.
 - b) Member Recruitment: Jody reported Candidate #1 has been away and not available, and Candidate #2 has had medical treatments. Jody will reach out again to see if either or both can attend future meeting.
 - c) Nomination for Vice Chair: With Kathie Graham’s retirement, the Election Committee has a vacancy for the officer position of “Vice Chair”. Butch nominated Jody Price to be Vice Chair. Mary seconded. Nomination approved via voice voted of 3-0 with one recusal.
7. New Business.
 - a) Update/Review ECIA Election Procedures: Committee began processes of reviewing Election Procedures prior to 2023 election. Committee began review by examining held/tailed items leftover in the draft revision spreadsheet. Committee noted procedures need to be formally updated to include capability of electronic signatures on Nomination Petition via email. Committee also began going through the Election Procedures up to and including section 7.13. Committee to recommence review with the section immediately following.

- b) Update/Review Nomination Procedures: Committee briefly discussed any need for changes to the Nomination Petition (NP). In general committee felt the prior year's NP worked well and no major changes are required.

8. Adjournment. Meeting adjourned at 4:31 PM

The next regularly scheduled monthly meeting will be held on Wednesday, Sept 14, 2022, 3:00 P.M. via Zoom and at Community Center.

For the ECIA Election Committee

By: /s/ 08/18/2022
Secretary Butch Gorsuch Date