

**Minutes of the Meeting of the ECIA
Election Committee
Held on January 11, 2023**

1. Time, Place and Attendees. A meeting of the ECIA Election Committee (“EC”) was held on January 11, 2023. Meeting called to order at 2:02 PM. The meeting was held in hybrid mode. Specifically, at the start of the meeting EC members Bette Knight and Butch Gorsuch attended physically. Members Jody Price and Mary Cassidy attended via Zoom, along with alternate liaison Amelia Adair representing the Board. Member Anne Salzmänn and Liaison Jonathon Turkle were previously excused. Niamh Walsh 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 were posted to the website on November 15, 2022. Minutes were approved via email by a 3-0 vote on the previous day.
3. Approval of Agenda. Jody moved to approve the agenda as posted to the ECIA website. Mary seconded the motion. Motion passed 4-0 via voice vote.
4. Open Forum. No input to the committee via Open Forum.
5. Board Liaison Report. Amelia reported the Board has not met since November (next meeting scheduled next week), as such no additional information. Amelia announced at a personal level she will run for a Board position in the next upcoming election as the term for her current position expires. Amelia plans to illustrate Board of Directors Nomination Procedure in next new resident skill workshop. Bette added the skill workshop she attended was well presented, concise, with question and answer session after the workshop.
6. Old Business.
 - a. Candidate Forum Dates Review – Bette proposed a tentative start time of 6:30pm for the initial March 15th candidate forum. No disagreement from the other committee members. Forum to be held in zoom and if possible, in person. Bette explained the April 13th second forum is contingent on the number of candidates.
 - b. Election Checklist – Bette led the committee through the status. Item (10) was updated to include 1/11/23 as a completed date.
 - c. Publicity – Bette led the committee through status of ongoing publicity per the “publicity” document stored on OneDrive in the 2023 Election Events sub folder.

7. New Business.

- a. Ballot – Bette covered past issues with obtaining sufficient security paper for the Ballots (e.g., pandemic, supply issues). A draft version of the 2023 Ballot was reviewed. Values for number of candidates updated in several spots. Additionally the use of the word “choice” updated to “choice(s)”.
- b. QPS – Committee agreed to use a light yellow for paper stock for the 2023 QPS (Quorum Proxy Statement).

Note: The following topics were discussed as tangential topics related to New Business.

- a. Replacement ballot affidavit – A 2023 version of the affidavit for a replacement ballot was discussed. Butch noted the 2023 version had been created and stored in OneDrive under the 2023 Election Events subfolder.
- b. Suggestion made to enhance ECIA Staff training for the Election, such that copies of documents sent as Election Materials to the Members should also be presented to Staff so they may experience the same documents and can then ask any questions about these Election Materials. Examples include Ballots and QPS.

8. Adjournment. Meeting adjourned at 3:00PM

The next regularly scheduled monthly meeting will be held on Wednesday, February 8, 2023, 2:00 P.M. via Zoom and at Community Center.

For the ECIA Election Committee

By: /s/ 01/11/2023
Secretary Butch Gorsuch Date