



Date: November 11, 2024  
 To: Keith McLean, President, SVCA Board of Directors  
 From: Rob Gibbs, Chair, 2023-2024 Nominations & Elections  
 Subject: Certification AGM Held November 2, 2024

This report is presented pursuant to SVCA By-laws Article III, Section 3 (f) and the 2024 Nominations & Elections Committee Manual.

On 11/01/2023 the NE Committee performed a final canvass of election materials. Three (3) UniLect election representatives (Catherine Burkhart, Andrew Burkhart, and Jack Burkhart) and five (5) volunteer SVCA members (Patric Zwolenski, Donn Jamtass, Alma Deckert, Jo Jean Kos, and Julie Stein), one to two (1-2) N&E members (Rob Gibbs and/or Karen Borchert), and one (1) SVCA Admin person (Kyle Katzenbach) were always in the counting room.

**Summary:**

- 3120 ballots mailed (Postage statements attached)
- 993 ballots were counted, comprised of:
  - 569 Mail in ballots (US and Outside US)
  - 406 Dropped-off SVCA Ballot Box Ballots
  - 18 voted the day of the AGM
- 101 ballots were not counted, comprising:
  - 2 members not current, budget only ballots
  - 37 ballots were returned late
  - 4 ballots had no signature
  - 6 ballots were “secrecy only,” i.e., lacked the pink identifying envelope
  - 52 ballots were returned as undeliverable
  - 0 ballots were invalid (owner discrepancies)

A total of 1 replacement ballot was issued.

**Candidates**

There were five (5) candidates for the three (3) open Board positions. The elected candidates are:

Candidate	No. of Votes	Term
Ray Meador	713	3
Rick Asai	689	3
Taimi Van de Polder	615	3
Tom Henning	610	2

There were two (2) candidates for the eight (8) open ACC positions. The elected candidates are:

Candidate	No. of Votes	Term
Allen Helvajian	775	3
Daniel Vink	664	3

There were no candidates for the 4 open N&E positions.

**Ballot Measures**

Measure #1 Budget  Approved-621\*\*  Rejected-340

The result of the vote on this measure was determined by Washington State Law (RCW 64.90.525) which provides that the budget is ratified if it is not rejected by owners holding a majority of votes in the Association.

Current total number of owners 3,120. Rejection threshold: 1,586 votes needed to reject.  
\*\*65% Approved Measure

Measure #2 Bylaw Amendment  Approved-854\*\*  Rejected-82

Requires approval by two thirds of the members voting by mail in ballot or in person per SVCA bylaws Article VI Section 5.  
\*\*91% Approved Measure

**2024 Voting Issues:** There are no issues of concern to report by the Nominations and Elections committee (NE). Several of the counter measures to improve the voting process were put in place by both the NE committee and the General Manager (GM). Some of these include a larger mailer envelope with a window and it is undetermined whether this improved the response rate. It is recommended that we follow this practice again next year. The association utilized AMS as a local printer/mailer subcontractor to Unilect. Both Unilect and the NE committee believe that this is an improvement, The GM, and NE found no issues with the Canadian members receiving their ballots in a timely matter this year. The NE committee conducted the first candidate forum a little earlier than has been done in the past, to try to give members more time to consider their vote. This is also a practice at the NE committee will perform next year. It is suggested that we request a proposal from Unilect to start the signing of a possible contract sooner than later. We could possibly request additional proposals from other companies, but it has been determined that many of these companies did not submit a proposal in the past. There is value in continuing to work with contractors that perform well, and the committee feel strongly that Unilect provides a great service to our community. This year we utilize the services of a new parliamentarian who the NE committee feels also provided a good service to us. He reached out to the NE chair to provide some opportunity for improvement in wording of the ballot. Therefore, the NE committee also strongly suggest that we enter a contract with the new parliamentarian too.

Respectfully Submitted,

Rob Gibbs  
2024 Chair NE Committee

Attachments

1. UniLect "Gold Seal" Document
2. UniLect USPS Postage Statement
3. Unilect Photo Canadian Ballots mailed

# Sudden Valley Community Association - Annual General Meeting

## Election Results

Date of Tabulation: November 2, 2024

Total Ballots Counted: 983

Measure 1 (Budget) - Vote for one

993 ballots

Response	Frequency	Valid Percent
Approve	621	64.62
Reject	340	35.38
<b>Total Valid</b>	961	100.00
<b>No Response (Undervotes)</b>	22	
<b>Total</b>	983	

Measure 2 (Bylaw Amendment) - Vote for one

Response	Frequency	Valid Percent
Yes	854	91.24
No	82	8.76
<b>Total Valid</b>	936	100.00
<b>No Response (Undervotes)</b>	47	
<b>Total</b>	983	

Board of Directors - Choose no more than 4

Response	Frequency	Valid Percent
Ray Meador	713	73.66
Rick Asai	689	71.18
Taimi Van De Polder	615	63.53
Tom Henning	610	63.02
Nancy Alyanak	503	51.96
<b>Total Valid</b>	968	100.00
<b>No Response (Undervotes)</b>	13	
<b>Multiple Responses (Overvotes)</b>	2	
<b>Total</b>	983	

ACC Committee - Choose no more than 2

Response	Frequency	Valid Percent
Allen Helvajian	775	95.44
Daniel Vink	664	81.77
<b>Total Valid</b>	812	100.00
<b>No Response (Undervotes)</b>	171	
<b>Total</b>	983	

United States Postal Service  
**Postage Statement — First-Class Mail and  
 USPS Ground Advantage**

Comments:  
SVA Election Mailer

Post Office: Note Mail Arrival Date & Time  
(Do Not Round-Stamp)

<b>M A I L E R</b>	Permit Holder's Name and Address and Email Address, if Any	Telephone (360)-332-2500 Extension	Name and Address of Mailing Agent (If other than permit holder)	Telephone (360)-332-2500 Extension	Name and Address of Mail Owner (If other than permit holder)
	AMS-Automated Mailing Services 880 Grant Ave Blaine WA 98230-9998  laura@amsdirectnw.com EPS Cust. Ref. No. _____ CRID 2798771		AMS-Automated Mailing Services 880 Grant Ave Blaine WA 98230-9998  laura@amsdirectnw.com  CRID 2798771		

<b>M A I L I N G</b>	Post Office of Mailing Blaine WA 982309998	Mailer's Mailing Date 9/25/2024	Federal Agency Cost Code	Statement Seq. No. 337565	Permit # 106	No. & Type of Containers 1' MM Trays 2' MM Trays 2' EMM Trays Total Trays Flat Trays Sacks Pallets Other	
	Type of Postage <input checked="" type="checkbox"/> Permit Imprint <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Metered	Processing Category <input checked="" type="checkbox"/> Letters <input type="checkbox"/> Flats <input type="checkbox"/> Parcels	For Mail Enclosed Within Another Class <input type="checkbox"/> Periodicals <input type="checkbox"/> Marketing Mail <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Media Mail	Weight of a Single Piece 0.1150 pounds	SSF Transaction ID#		Parcels Only Hold For Pickup (HFPU) No. of Pieces
	Move Update Method <input type="checkbox"/> ASE <input checked="" type="checkbox"/> NCOALink <input type="checkbox"/> ACS <input type="checkbox"/> Alternative Method	<input type="checkbox"/> Multiple <input type="checkbox"/> OneCode ACS <input type="checkbox"/> n/a Alternative Address Format	Combined Mailing <input type="checkbox"/> Single Class	Letter or Flat-size mailpieces contain: <input type="checkbox"/> Round Trip ONLY: One DVD/CD or other disk		Customer Generated Electronic Labels <input type="checkbox"/> SigCon	2
				Political Campaign Mailing <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		For Auto Price Pieces, Enter Date of Address Matching and Coding 9/18/2024	

Parts Completed (Select all that apply)  
 A  B  C  D  S  NSA

<b>P O S T A G E</b>	1	<b>Subtotal Postage</b> (Add parts totals)	1,859.78
	2	Price at Which Postage Affixed (Check one). Complete if the mailing includes pieces bearing metered/PC Postage or precanceled stamps. <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither	<b>Postage Affixed</b>
	3	Incentive/Discount Flat Dollar Amount	
	4	Fee Flat Dollar Amount	
	5	<b>Permit #</b> _____	<b>Net Postage Due</b> (Line 1 +/- Lines 2, 3, 4)

<b>U S P S</b>	<b>Additional Postage Payment (State reason)</b>		
	For postage affixed add additional payment to net postage due; for permit imprint add additional payment to total postage.	<b>Total Adjusted Postage Affixed</b>	
	Postmaster: Report Total Postage in <b>AIC 121</b> (Permit Imprint Only)	<b>Total Adjusted First-Class Postage Permit Imprint</b>	
	Postmaster: Report Total Postage in <b>AIC 128</b> (Permit Imprint Only)	<b>Total Adjusted USPS Ground Advantage Postage Permit Imprint</b>	

**C E R T I F I C A T I O N**

Incentive/Discount Claimed: \_\_\_\_\_ Type of Fee: \_\_\_\_\_

The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.

**Privacy Notice: For information regarding our Privacy Policy visit [www.usps.com](http://www.usps.com).**

Signature of Mailer or Agent	Printed Name of Mailer or Agent Signing Form	Telephone
	Megan Webb	Extension

<b>N O N U S P S B P E O S C T O A M L P O L N E E T I E D S I T N E S</b>	Weight of a Single Piece _____ pound	Total Weight	Are postage figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, reason:	Round Stamp (Required) Payment Date	
	Total Pieces	Total Postage			
	Presort Verification Performed? (If required) <input type="checkbox"/> Yes <input type="checkbox"/> No				
	I CERTIFY that this mailing has been inspected for each item below if required: (1) eligibility for postage prices claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; (4) payment of annual fee; and (5) sufficient funds on deposit (if required).		Date Mailer Notified	Contact	
	USPS Employee's Signature		By (Initials)	Time	AM PM



SUDDEN VALLEY COMMUNITY ASSOCIATION  
GENERAL ELECTION - 2024

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GENERAL ELECTION - 2024

IMPORTANT ELECTION MATERIALS ENCLOSED - URGENT RESPONSE NEEDED

# 2024 ANNUAL GENERAL MEETING AND ELECTION



**UnitECT** ELECTION SERVICES  
INSPECTOR OF ELECTIONS  
PO BOX 171  
PACIFIC PALISADES, CA  
90272-0171

## SUDDEN VALLEY



- 2024 VOTER GUIDE
- OFFICIAL VOTING BALLOT
- #9 SECRECY ENVELOPE
- #10 RETURN ENVELOPE

301-2788 VINE ST  
VANCOUVER, BC, V6K 4S5  
CANADA

ROBERT & CATHERINE MENEZES  
16676 63A AVE  
SURREY, BC, V3S 0W1  
CANADA



