

Nominations & Elections Committee
May 24, 2023
APPROVED MINUTES

Chair Michael Wadsworth called the meeting to order at 6:34PM.

Roll Call: Members present: Michael Wadsworth (MW) Chair; Gail Chiarello (GC) Secretary; Karen Borchert (KB), Rob Gibbs (RG), Laurie Robinson (LR)

Property Owners Present: None

LR moved to approve the agenda, KB seconded. The motion was approved unanimously.
RG moved to approve the April 24, 2023 Minutes, KB seconded. The motion was approved unanimously.

Old Business: N&E Manual Changes.

Motion: GC moved to amend the language in 4.1.12 from “up to the time the ballots are printed” to “up to the time the ballots are mailed.” KB seconded. Discussion: “mailed” was the language recommended by the attorney and was a date certain in the Unilect contract (Sept. 27), whereas the print date was not defined and could be one of 3 separate dates. RG commented that in enforcement, it would be essential to have a date certain. The motion passed unanimously.

Motion: GC moved, and KB seconded as follows:

Since Nominations and Elections relies on a timely and accurate manual to communicate with applicants and candidates during the 2023 election season, and since the Revised N&E Manual currently available still requires a few substantive corrections:

- Cover date: Change 2022 to 2023
- Page 5: Signatures of current Board and Secretary, and of current N&E members
- Page 10 (4.1.12): 9th line down: change “only up to the time the ballots are printed” to “only up to the time the ballots are mailed.”
- Page 11 (4.2.13) replace “Communications Committee” with “Nominations and Elections Committee”

along with many smaller miscellaneous corrections (pagination, style consistency, etc.), it is moved that Nominations and Elections request the Board to approve these four substantive changes at its 5-25-2023 meeting and provide a date certain by which a complete, accurate and publishable 2023 N&E Manual will be available.

The motion passed unanimously.

Motion: MW moved that Nominations & Elections will take on the task of preparing a finished complete draft of the 2023 N&E Manual and presenting it to the Board for approval; if this offer is not accepted by the Board, the Board will provide a date certain by which a complete, accurate and publishable 2023 N&E Manual will be available. KB seconded. Discussion: Nominations & Elections under its past three Chairs has had full responsibility for preparing the N&E Manual for presentation to the Board. The motion passed unanimously.

Old Business: Announcement for June *Views*.

Motion: GC moved that N&E approve the written announcement for June *Views* regarding summer Candidate Application period. KB seconded the motion. Discussion: GC to check with Admin re closing hours (4:00PM or 4:30PM), in relationship to September 5th deadline for submitting in-person candidate applications. The motion was approved unanimously.

Old Business: MW reviewed the timeline for events leading up to the AGM.

New Business: N&E Chair and Secretary positions.

Action: Michael Wadsworth announced he was stepping down as Chair following the conclusion of the next day's Board meeting, owing to summer business obligations which would prevent him from attending Thursday Board meetings.

Motion: MW nominated Gail Chiarello as Chair. RB seconded. The motion passed unanimously.

Motion: KB nominated MW as Secretary. RB seconded. The motion passed unanimously.

Action: MW will attend the 05/25/2023 Board meeting (next day) to present N&E motions regarding changes and preparation of a complete, accurate and publishable N&E Manual. At this meeting he will inform the Board he is stepping down and GC will become Chair.

There being no further business, the meeting was adjourned at 8:01PM.