

# MEMO



January 22, 2019

**To:** Tahoe Donner Association – Board of Directors

**From:** Elections Committee

**Subject:** 2019 Elections Procedures, Inspector of Election & Accountancy Firm

## Message:

The Board of Directors are being provided with copies of the following documents for review and consideration for approval at the January 26, 2019 regular board meeting:

- Inspector of Election – Brent P. Collinson – Engagement/Retainer Agreement
- Accountancy Firm – McClintock Accountancy – Letter of Understanding

The Elections Committee recommends to approve for Inspector of Election, Brent P. Collinson of the Law Office of Best Best & Krieger LLP and to approve the audit firm, McClintock Accountancy, for the 2019 Tahoe Donner Association Board of Directors Election. Additionally, the Board will be briefed on proposed changes to the Fair Campaign Guidelines and asks the Board to also review the 2019 Elections Procedures.

In summary, the Elections Committee recommends the following:

### January 26, 2019 Board Meeting:

- Review the 2019 Elections Procedures
- Approve the Engagement/Retainer Agreement with Brent P. Collinson
- Approve the Letter of Understanding with McClintock Accountancy

### February 23, 2019 Board Meeting:

- Approve the 2019 Elections Procedures
- Establish May 1, 2019 as the Record date for the 2019 Election
- Approve revisions, if any, to the Fair Campaign Guidelines document

