

Tahoe Donner Elections Committee Minutes
January 2, 2024

Members Present: Steve Meyers, Charlene Simmons, Bette Rohrback, Min Yee, Nan Carnal
– Member Emeritus

Staff Present: Patricia West, Annie Rosenfeld, Lindsay Hogan, Carlynn Fajkos

The meeting was called to order at 2:00 PM.

There were no member comments.

Old Business

Steve advised that the committee will be revisiting our Charter after the first of the year and most likely revising it to include 3-year membership terms (instead of the current 2-year) to mirror charters of most other TD committees. Benjamin Levine had requested that the committee take that step under advisement.

Lindsay confirmed that the first-class mail piece with information regarding deadlines for the 2024 election for the Board, as required by law, will drop on January 8. As discussed last month, the January TD News will also include an information item alerting the membership to this mailing.

The minutes of the December 5 meeting were approved by a vote of 4-0.

Communication Plan for 2024 Election

Indicates committee action required; Carlynn – please elaborate about process/purpose as needed.

Lindsay and Carlynn presented a detailed DRAFT of the 2024 Election and Communications Timeline. This is an internal working document intended to incorporate Elections Timeline activities with Com Dep efforts that support those official required activities. The target date to finalize this document is at the March meeting.

The following dates/activities were highlighted and discussed:

- Website update with 2024 election timeline and details. In process; complete by January 12.
- Run For The Board FAQ's reviewed, updated by the EC and posted to website by February 1.
- Monthly TD News articles content going forward through July 2024.

- Candidate Packets available for electronic download March 14.
- Nomination Reminder Notice to include applications submitted to date April 1 (legal requirement)
- E-Mail merged ballot e-mail address confirmation April 8.
- Close of Nominations and announcement of candidate slate to membership April 15.
- Voting FAQ's replace Run for the Board FAQ's April 16. (Committee to review and revise – date TBD).
- Candidate Information Forum April 17 from 1PM – 3 PM; optional facility tour 3 PM – 5 PM.
- Candidate responses to June TD News Article side by side questions due – May 3. (Committee to review/revise questions prior to candidate packet being finalized (March 13))
- Com Dep to create Candidate's Night topic form to be used to solicit subject areas from members – May 10 or sooner. Topic ideas submitted by the membership via this format will allow Com Dep to sort and categorize responses using AI programming. This should significantly reduce the amount of time required by the committee to complete this process.
- Deadline for members to submit topics for Candidate's Night – May 22
- Committee meets to finalize topics and forward to candidates and Brent for Candidate's night forum – May 23.
- Com Dep to spot check accuracy of election packets with the printer. Date TBD before ballots mailed on 5/28 (holiday 5/27). Committee agreed they do not need to be involved in this process.
- Candidate's Night Forum - June 4.

Carylynnne will update DRAFT to reflect these discussions/decisions and forward to committee for review.

Steve will update the Election Timeline & Procedures document accordingly and submit for Board Approval at their January 26, 2024 meeting.

February TD News Article

The committee reviewed the February 2023 article with Carlynne and edited the content to update 2024 dates. There was some discussion re: including language articulating board member responsibility to communicate/engage with members regularly. Members asked to suggest edits deemed appropriate when we receive the final draft. Members to send any edits to Charlene who will forward to Patty before January 10.

Membership List Questions

The committee discussed a variety of questions/suggestions re: utilization of various membership lists prepared by Min Yee after her analysis of Member Surveys between 2019 and 2023.

Lindsay and Annie were able to shed light on some of the issues, but the committee agreed to continue this discussion at subsequent meetings. The committee and staff did agree that including a member contact update form with the annual assessment mailing should be explored further.

The meeting was adjourned at 2:45 PM.
