

Elections Committee Meeting Minutes
Wednesday, May 1, 2019
Mezzanine Conference Room
9:00 AM - 12:00 PM

Attendees:

Committee Members: Bette Rohrback, Nan Carnal, Karolyn Gander
Staff Liaison: Lindsay Hogan, Robin Bennett
Guests: None

Member Comments

None.

Verify eligibility of candidates to run for office with TD staff

EC worked with TD Staff to verify eligibility of 5 candidates. One candidate's application required legal counsel's review before the committee could certify. Legal counsel subsequently decided there was no conflict of interest, and the member was certified. All candidates have been found eligible to stand for office.

Notify candidates of their eligibility via phone. Conversation includes:

- Eligibility to stand for office
- Schedule appointments for video and photo shoot on May 3 between 9AM and 12 Noon

The video and photo shoots are scheduled as follows:

| | |
|------------------|-----------------------|
| Charles Wu | he will shoot his own |
| Michael Sullivan | 11:20 |
| Ken Knutsen | 11:40 |
| Jim Roth | 11:00 |
| Nan Meek | 12:00 |

- Invitation to attend Candidate Informational Forum May 3 from 2:00 PM - 4:00 PM
- Candidate statements due May 6 at 4 PM. Questions re: format?
- Reminder to withdraw by May 6 and 4 PM should they have a change of heart
- Questions?

EC reached all 5 candidates via phone and discussed the items above.

Conduct blind drawing to determine ballot order

EC asked a random individual in the NWCH Great Room to pull the candidate names from a bag to determine ballot order. The result is: Charles Wu, Michael Sullivan, Ken Knutsen, Jim Roth, Nan Meek.

Finalize board memo re: slate of candidates and send

EC finalized board memo. The memo was emailed.

Draft Memo to committee chairs re: Fair Campaign Guidelines

EC drafted an email to send re: Fair Campaign Guidelines. The email will be sent May 2.

Prepare agenda for Informational Forum on May 3

The agenda includes purpose of forum, introductions, candidate questions and EC next steps. The agenda will be sent to candidates prior to the forum.

Review of Election Materials to date

Discussed Meet and Greet format - signage, candidate statements, candidate name flags, food and beverage suggestions.

Confirmed ballot will be mailed to the May 1, 2019 list, it will not be de-duplicated, and foreign addresses will be mailed with the address provided by the member.

Determine candidate questions for June TD News.

It was decided to use the same questions as last year with a 100 word limit. At the Informational Forum, candidates will be provided details in a handout.

Other

Charles Wu sent an email to the EC mailbox questioning timing of video and photo session. EC and Lindsay called Charles to discuss. It was determined to have Charles shoot his own video and send to Marketing. Either Charles or Marketing will take the photo. An email was sent to Charles with details.