Nominating Committee Meeting Minutes
Ten Pin Building Conference Room
February 9, 2017

Present:
Board: Ed Smith, Cheri Strong and James Kloor
Staff: Nicole Chase, Kala Eichamer
Members: none

Meeting commenced at 6:03pm by Ed Smith.

Agenda additions: none

Minute Approval: Consensus reached to approve the August 26 and October 27, 2016 meeting minutes.
- In the October minutes, it is stated that election materials are "to be kept for a time" they actually need to be destroyed. Ed will promptly accomplish this.

Discussion of staff liaison ability to vote or not, Ed has not seen it in text anywhere. Cheri thinks that thus far this has been moot point as consensus is used to reach decisions vs. voting.

Review last election process:
- Ballot format, make sure graphics has the mock up mail in version ready in time. The problem with the bylaws section of the 2016 ballot getting cut off could have been a printing office issue.
- Discussion of how write in candidate's personal statements are handled. This election they were placed on the voting booths, it doesn't say anywhere that those added must be vetted by the board. Cheri and Leah were aware that this was happening and Dave was ok with it so everyone thought they were doing the right thing. Per the BPM this was perfectly fine but not per the charter which created confusion. Ed thinks moving forward the board should determine if write in candidates request for approval of the Nominating Committee through the Membership Coordinator or Board Assistant. Cheri points out that there are many kinds of write in candidates, some are not approved by the board. She gives the example of her candidacy which was outside of the Nominating Committee's approval, they said she wasn't qualified to run. There was a more contentious environment at that time. Tabling, radio announcements, and writing letters to the editor are other ways for people interested in running for the Board to campaign. The NC can vote via email to approve write in candidates.
- Discussion of the trouble around buttons and use of the button maker leading into the election. The result is that buttons are now generic "go vote" message. Candidates can make their own buttons if they would like.
- Defining Quorum should go on the agenda for a discussion at a meeting before the election. It could be a big deal in the future. Van Baldwin question, what constitutes a quorum, 250 total ballots or 250 votes total per item. Refer to Colin, Ed will get in touch with him about it.

Plan Election Schedule: Make and recommend at the next Board meeting. Use schedule on the annual calendar as a guide.
- April 13th-approve election materials, bring all drafts including call for candidate statements, 2 sets of packets one for employee directors and one for member at large. Maybe design completely differently, reformat the applications to look more appealing. Nicole and Kala work with customer service to create a confusion free system.
- June 1st hand out all materials at customer service
- In May have a short meeting to review final materials.
- Early July the employee voting boxes/ballots go out. Meeting.
- Make applications due July 7th, gives a week to gather them and review at July 13th meeting.

- Candidate forum: How to host an event that will be well attended. Possibly tie into movie night hosted by MAC, end of September or Early October. Monday October 2nd host the forum/movie and kick off of the election. AMM is on the 22nd. Voting closes on the 25th for counting on the 26th.
- Discussion of video statements, how to post and who decides what is appropriate. Consensus to not accept video statements to avoid the issue all together.

Realign NC charter and bylaws: BPM revisions.
- Discussion of the committee composition as stated in the charter. At large members are welcome to attend the meeting but are not able to vote.
- The Nominating Committee is composed of board members. The BPM calls for a minimum of three Board members present to open the ballot boxes.
- The BPM states that the NC chair is only authorized body to open and count ballots, if unavailable the board secretary will fill in. This could be interpreted as meaning that the NC chair needs to approve the ballot count and results.

Fill Vacant board NC seats: Cheri and James are new seats on the NC by consensus. It would be good to have another board member as well.

Handling of write-in candidate's statements and materials: See bullet point under Review last election materials for discussion and decision.

Next Steps:
- Next meeting: April 13th 6pm

Meeting adjourned at7:21 pm

Minutes by Kala Eichamer