



Nominating Committee Meeting Minutes  
February 11 2016 Ten Pin Conference Room

Present

**Board:** Leah Stamper and Cheri Strong\*

**Staff:** Melanie Bettenhausen, Alisha Stafford and Bella Waters

\*via teleconference

Meeting commenced at 2:08pm

Welcome. Committee Chair Leah noted that no action will be taken on the timeline due to the need to meet with the Policies and Procedures Committee (PPC) to discuss the conflicting discussions around the Annual Membership Meeting. Leah and Cheri will be meeting with the PPC next week.

Minute approval. **Consensus reached to approve January 21, 2016 minutes.**

Follow-up from Board meeting. Discussion included:

- Election timeline. Leah stated that the timeline will be discussed at the PPC meeting. Board set the Annual Membership Meeting date to be October 22nd and there is some interest in having the meeting be part of the election period vs the end. Also could hold the candidate forum, or meet and greet of the candidates, at the meeting.
- Committee in agreement that all voting can be done in October, including reminder post cards, seven day extension provision, counting of ballots, etc. Voting period would be three weeks: October 3-23 at 9pm
- Staffing is limited the week prior to October 22<sup>nd</sup> due to newsletter deadline. Leah volunteered to assist in getting out the vote in the stores. Format of Annual Membership Meeting will be simple.
- Voting period conflicts with current Board Policy Manual stating that the voting period is mid-Sept through mid-Oct. **Committee reached consensus to recommend that the Board change the Board Policy Manual voting period to occur in the fall and be no longer than six weeks and no shorter than two weeks.**
- Since the Board has already approved a candidate forum for September, the **committee reached consensus to recommend that if the Policies and Procedures Committee is in agreement that the candidate meet and greet be part of the 2016 Annual Membership Meeting, the Board should forgo the schedule candidate forum prior to the September Board Meeting.**
- Videotaping of candidate forum – candidates can submit their own videos and staff can assist those candidates who do not have the technology to create a video.
- Staff will revise the timelines based on the October election period and recommendation of no candidate forum, and send out to the committee prior to the Board meeting.

Election Material Review. No discussion.

Tabling policy. Discussion included:

- Policy needs to include if people can table inside the store and where, if candidates can hand out ballots, what materials can be on the table, where to table outside, if there's exceptions for locations, etc.
- Alisha measured 25 feet from potential locations of voting stations and determined that tabling could occur inside the store:
  - Arcata – would need to borrow space in produced departments, which is doable with a schedule
  - Eureka – in foyer, but that space is in high demand in October
- Melanie noted that if the 25 feet requirement is a hardship it could be a policy adjustment, but she has a preference of no campaigning in the store with a table. Candidates could campaign while walking through the store, but being mindful of the 25 feet from ballot box and needing to be respectful of shoppers.
- Leah will draft tabling policy, which will then help create the campaigning guidelines for candidates and a document for staff to help them be knowledgeable on the guidelines.
- Melanie suggested that Zev research the telescoping pole height.

continued...

Next Steps. Discussion included:

- Hold meeting with PPC
- Make recommendations to Board
- Leah will draft Tabling policy
- Review revised election timeline prior to board meeting.
- Employee and general candidate election timelines and materials

Next meeting: Wednesday, March 9<sup>th</sup> 10:30-12pm at Ten Pin Conference Room.

Meeting adjourned at 3:38pm

Minutes by Bella Waters

Recommendation for Board:

- 1. Recommend that the Board change the Board Policy Manual voting period to occur in the fall and be no longer than six weeks and no shorter than two weeks.**
- 2. Recommend that if the Policies and Procedures Committee is in agreement that the candidate meet and greet be part of the 2016 Annual Membership Meeting, the Board should forgo the schedule candidate forum prior to the September Board Meeting.**