



Nominating Committee Meeting Minutes
July 28, 2015 Ten Pin Conference Room

Present

Board: Dave Feral, Cheri Strong, and Jessica Unmack **Staff:** Melanie Bettenhausen and Bella Waters

Meeting commenced at 1:37pm

Welcome. Cheri welcomed all. No agenda additions.

Minutes approval. **Consensus reached to approve July 20, 2015 minutes.**

Review Election Process. Discussion included:

- Candidate materials will ask for a high resolution headshot or offer for Co-op staff to take photo.
- Staff will ensure that the election station campaigning sign will be changed from 100 feet to 25 feet, as per the Board's previous motion. That information will also be included in 2016 Candidate brochure. Melanie suggested that the Committee create specific campaigning details for next year's election.

Review Committee Charter. Discussion included:

- Why the staff liaison is designated by General Manager vs. Board (operational decision).
- Addition of Section E in Responsibilities, linking charter to Board Policy Manual.
- Committee preferred no maximum limit for at large members.

Consensus reached to recommend that the Board approve the changes to the Nominating Committee Charter.

Online Voting. Discussion included:

- Dave will forward legal counsel's feedback to Policies and Procedures Committee for their feedback/vote via email and then bring to the Board. Noon on July 30th is deadline for inclusion in August board packet.

Candidate Forum. Discussion included:

- Cheri will facilitate and ask questions at the Forum. She's determined three questions and the Committee rephrased one to read: What's the most important thing to you about our Co-op? All candidates will have 90 seconds to answer the questions and time to introduce themselves. She'll bring a timer.
- Member submitted questions will be forwarded to Cheri. If time allows, attending members could ask questions. Melanie suggested that if present members have questions, one or two of Cheri's questions could be left out.

Other items discussed:

- Committee would like to view the video statements prior to web posting. Videos are due by August 24th, allowing time for the Committee to view videos before posting them to You Tube on September 1. Bella will communicate this deadline to the videographer.
- Committee in agreement that all ballots, including mailed ballots, are to be received by 5pm on October 14th. Language will be included on the ballot to reiterate this deadline. Postmark by October 14th does not count if not received by October 14th.

Next Steps:

- Cheri will email all candidates the forum questions and a reminder regarding the forum, time per question and candidate statement videotaping opportunity.

Meeting adjourned 2:17pm

Next Meeting – October 15th 3:30-5:30 at Ten Pin Conference Room (to count ballots).

Minutes by Bella Waters

Recommendation for Board:

- 1) Nominating Committee recommends that the Board approve the changes to the Nominating Committee Charter.