

Minutes: VMA Election Committee Working Session, 2/23/2016

Steve T., vice-chair, called the working session to order at 7:35 p.m. at the village office. All five committee members were present for this session. No other VMA residents attended.

The committee waived reading and approval of the minutes from the previous meeting.

The committee reviewed the new VMA Election Rules and Procedures, which were officially approved by the VMA Council on 2/18/2016. Members were pleased that the Council had adopted the recommendations submitted by the election committee with only a few minor modifications. The new procedures extend the voting hours on election day, allow residents to request and receive absentee ballots by email, provide voter privacy with the new use of ballot control numbers, significantly improve the security procedures for handling completed absentee ballots, now authorize the committee to accept completed absentee ballots at the polling table during regular voting hours, and otherwise make the VMA election process clearer, more systematic, and more voter-friendly.

The committee reaffirmed its understanding that the term "person" in the VMA Election Rules and Procedures means only natural-born persons, not LLCs or other corporate "persons."

The committee laid out the time-line for the 2016 VMA Council election:

- March 12: Open nomination period. Mail nominations notice to all VMA households and post on Constant Contact.
- April 12: Close nomination period. Prepare voting information packet to mail to all VMA households and post on Constant Contact.
- April 21 to May 11: Accept and process requests for absentee ballots.
- April 28: Hold candidates' community forum, 7 p.m. at village office.
- May 12: Election Day -- voting hours: 5 to 8 p.m.

The committee assigned work items to implement the election procedures:

- Lee Ann A. agreed to draft the updated absentee ballot instructions and absentee ballot request form, to comply with the new election procedures.
- Natalie W. agreed to open the new official committee P.O. Box.
- Steve T. agreed to obtain updated voting rolls, set up the ballot control numbers, draft a sample ballot format, and prepare a list of questions to ask the candidates at the forum.
- Marty L. agreed to write the public nominations notice, reminder notices, and other official election documents and materials, as needed.
- Naomi N. agreed to coordinate with VMA Council and staff, and assist with all of the above.

The committee discussed the logistics for Election Day, noted that each candidate may now have an observer in the room while the ballots are being counted, and noted that it would be helpful for the committee to recruit a neutral volunteer CPA to be present while the committee counts the ballots.

Motion for adjournment was made, seconded, and approved, and the committee adjourned this working session at 8:35 p.m.

Respectfully submitted by:
Marty Langelan