

## Election Committee Minutes

Board Liaison Sandra Watkins

Committee Chair Marie Touitou

Committee Secretary Kathy Miller

Date: September 16, 2025, 2:00 pm

Location: Clubhouse library

1. Call to order 2:02 pm
2. Roll call:
  - a. Members : Rebecca Brannon, Marie Touitou, Rowena Bautista, John Briar, Sandra Watkins. Kathleen Miller, absent.
3. Business:
  - a. September 7, 2025 Candidate Meet and Greet: There were 70-80 attendees with considerable interaction between members and the candidates. All but one candidate attended. The Committee recommends that for future elections two candidate events be held, one for a structured Q&A, the other a Meet and Greet allowing for one on one discussions between members and candidates and to limit the time to 2 hours.
  - b. September 10, 2025 Board Candidate Education session: it was held by Real Manage. There was no extra charge to YLOA. The Committee would like feedback from the candidates on their opinions of this session. The committee discussed for future elections, after the call for candidates is sent to members, holding a session for prospective candidates to discuss with them the contents of the election packet.
  - c. Agenda for Member Meeting Recall election September 30, 2025: The Committee developed a template. Marie will send it to the YLOA Board President.
  - d. Agenda for Continuation of Member Meeting October 2, 2025: Same as 'c'.
  - e. Membership List and returned/questionable ballots: this is being handled by Beth Hatch, Sandra and Marie.
  - f. YLOA Ballots submitted to Pro Elections: The Committee recommends that the YLOA and YSPUC ballots be submitted to Pro Elections for counting toward quorum only. Marie will send the request from the Committee to the YLOA Board President.
  - g. Sign Guidelines: the committee will review them after the election.
  - h. Pro Elections contract: Sandra has not yet obtained it.
  - i. Candidate List with Qualification: Sandra has verified the list.

- j. Election Committee Charter: Sandra has not yet received a copy.
- k. The Committee recommends that the Code of Conduct be sent to the candidates with the explanation that, should they be elected, they will need to sign it immediately upon being seated on the Board. Marie will contact The Board President about this.

4. Future items

- a. Election Rules
- b. Sign guidelines
- c. Candidate Packet
- d. Election timeline

Next meeting: October 7, 2:00 pm

Adjournment: 3:25 pm

Marie Touitou