

## Overview of the HPPOA Nominating Committee Meeting of December 11, 2013:

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Members Present: Elizabeth Weatherford, Bruce Derrick, Joan Galante, June Conant and Leilani Bronson-Crelly

Meeting convened at 6:00 p.m. in the Activity Center library, with all members in attendance.

The overview minutes presented to the committee on the December 4, 2013 meeting were accepted, without change.

Elizabeth Weatherford would like to insert on the preferential ballot – language that explains and shows it better to the voters. She thinks a visual diagram might be in order. It was previously agreed that matters addressing preferential ballot belonged to the board, exclusively.

Elizabeth raised the issue that in the past election there had been “hiccups” with obtaining the label file from staff in the office because the QuickBooks accounting system did not list owners by their district, the way the previous system (SAM) did. She wanted the master list of who is eligible to vote on hand. She wants to make sure the office has all the files to make correct labels and June Conant assured her that she knew what to do, that the file does exist and that she would personally work with staff to provide the owners’ names/address/block/lot combination for each district that will be voted on. All members admitted that this error should be corrected for easier sorting purposes during elections.

In the event that the board approves sending an invitation to East Hawaii lot owners, Elizabeth accepted the offer to draft the invitation to them to consider running for office in their district that is up for election. According to the milestone on the calendar, this would be sent out by the end of January 2014. For this to take place, the board would have to consider and approve this action at either their December 2013 meeting or their January 2014 meeting.

The committee turned its attention to the milestone calendar provided by the chair. Here are the bulleted changes and additions made:

- Insert all swap meet and board meeting dates
- The Nominating Committee will staff a table at the February 23, 2014, General Meeting.
- Change the time for candidates to submit their nomination papers on March 14<sup>th</sup> from 4:00 p.m. to 4:30 p.m. – which is the actual end of the work day.
- Have the board appoint observers for the vote count at its March 19<sup>th</sup> meeting.

*All approved  
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- Change the date for board to approve and assign the group who is to tabulate the votes (in the past it was the League of Women Voters) from its agenda on April 16 to March 19.
- It was agreed that both the April 21 ballot preparation for mailing date and the April 30 candidate forum will be large events to coordinate. All hands on deck!
- Have the board send out thank you letters to candidates for running – at its March 19<sup>th</sup> meeting.
- It was agreed that the duties of the Nominating Committee ends after a certain point, for example on May 2<sup>nd</sup> when the ballots have been mailed out. Hence, getting the election results to the board and informing the candidates should not be their responsibility. It was suggested that candidates should be contacted by phone of the immediate results and a follow-up letter thanking them for their important civic participation are in order.

The focus of the next Nominating Committee meeting will be to pin point how to best solicit viable candidates for the election.

Next meeting: Wednesday, January 8, 2013 – 6:00 p.m. in the Library.

The meeting adjourned at 7:35 p.m.

Respectfully Submitted by Leilani Bronson-Crelly, Chairperson

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