

**Westwood Civic Association Steering Meeting February 11, 2014  
submitted by Karen Strasser**

Present:

Valerie Baumann, Becky Weber, Joe Corso, Mary Jenkins, Michelle Conda, Karen Strasser, Joel Kimmet, Mary Kuhl, Leslie Rich, Tom Minor Jim McNulty, Irene McNulty, Melva Gweyn

Absent: Tom Hodges

Excused: Jill Minor

Joel Kimmet, President, welcomed everyone

WCA Election Process – Joe Corso

Introduced Sandra Mowell, League of Women Voters, who will mentor and coach us through the election process.

**Sandra Mowell – Vice President of Voter Services for the League of Women Voters.**

Sandra introduced herself and talked a little about the League of Women Voters. The League has monitored elections in the past and is willing to help the WCA with our upcoming election.

The League is willing to collect of ballots from a Post Office Box and if needed, count the ballots. Tellers would be free to watch the vote count. The LWV would also need a list of everyone eligible to vote.

The LWV has been brought in so that this election process is fair. This is an opportunity to determine proper election procedures.

All balloting will be through the mail.

At some point tonight we will talk about how to design the ballot.

(Jenkins) With regard to the WCA Constitution, I want to be sure that whatever we do tonight acknowledges how we are meshing our directions in the WCA Constitution with what the LWV is going to be doing. LWV should be verifying against membership lists, etc. Looking for points of potential election failure may indicate where we need to concentrate our conversation.

(Weber) We need to insure that our membership list is in order.

(Rich) Valerie was handed some membership checks this evening without applications along with them. We don't know how many people are in those households. We are working on filling those gaps in information.

Membership applications will be gathered on 2/22 at close of business. The deadline for membership verification postcards will also be 2/22. The election tellers will go to the PO Box on 2/22.

**Motion by Joe Corso to accept the LWV help, seconded by Irene McNulty  
Motion passed, all in favor**

A timeline was approved at the last general meeting and this is what we will try to follow:

Jim McNulty proposed the following WCA election timeline:

- January 21, 2014 Nominations presented during regular January meeting. Nominating committees discharged.
- February 18, 2014 General membership meeting. Final rules for balloting process approved. Tellers are selected to assist and monitor election process.
- February 25, 2014 Membership Secretary certifies membership list and presents it to the Election Supervisor.
- March 4, 2014 Last day to mail ballots to membership.
- March 17, 2014 Election Supervisor and Tellers tally ballots.
- March 18, 2014 ANNUAL MEETING Board of Directors election results announced.
- April 15, 2014 Board of Directors elects officers. (or could be done at a prior special meeting)

The timeline is in accordance with the WCA Constitution.

(Sandra Mowell) The Election Supervisor and the tellers could prepare the ballot, give the LWV an official list of the membership and the LWV could mail the ballots to our membership.

**Motion by Karen Strasser and seconded by Joe Corso that an election committee comprised of Joe Corso, Leslie Rich and three others will be formed and this committee who will create a ballot that all members of the committee agree on and this committee will work together to provide a membership list that is verified, reconciled and agreed by all committee members to be the membership list.**

(Corso) the committee would be made up of the tellers. If there is a problem with the election format, the committee would be able to convene and make the decision accordingly.

Discussion followed regarding making sure that members are clear with regard to instructions on how to vote, etc.

**Karen Strasser withdrew the motion.**

**Motion by Michelle Conda, seconded by Leslie Rich that we allow more than one ballot to be returned in one pre printed envelope with clear instructions on how to send it back therein.**

Discussion followed.

(J. McNulty) It will be much more professional if one ballot goes in one envelope. This will stop ballot stuffing.

(T. Minor) I like the cost saving aspect of one envelope.

**Motion passed 8 yes, 4 no, 1 abstain**

Yes:

Valerie Baumann  
Becky Weber  
Mary Jenkins  
Michelle Conda  
Karen Strasser  
Mary Kuhl  
Melva Gweyn  
Leslie Rich

No:

Jim McNulty  
Irene McNulty  
Joel Kimmet  
Tom Minor

Abstain: Joe Corso

**Motion by Mary Jenkins, seconded by Leslie Rich that we charge the LWV with the instructions for the election mailing and the mailing of the ballots.**

League will construct the instructions for this mailing

**Mary Jenkins withdrew her motion**

Irene McNulty, Valerie Baumann, Michelle Conda, Mary Kuhl and Joe Corso volunteered to serve on the Election Committee.

**Motion by Joe Corso, seconded by Tom Minor that Joe Corso, Mary Kuhl, Valerie Baumann, Leslie Rich, Irene McNulty and Michelle Conda comprise the election committee being charged with working out the remaining details that don't get worked out tonight regarding the election and election**

**materials and then bring their work to be voted on by the Board at the February WCA general meeting.**

**Motion passed**

13 yes, 1 abstention

Yes:

McNulty

McNulty

Baumann

Weber

Corso

Jenkins

Conda

Strasser

Kimmet

Kuhl

Rich

Minor

Gweyn

Corso – abstain

(Kimmet) Should the ballots be numbered so that one could not go out and make copies, etc.?

(Sandra) Nothing would prevent them from making additional ballots. There will be a membership list and ballots will be verified against the membership list

It was determined that the Election Committee will determine the cost of mailing the ballots and come back to the Board at next week's general meeting with the cost of printing, postage, envelopes and all costs associated with the election.

WCA will provide the LWV with the resources to mail the ballots to our membership.

(Sandra Mowell) The LWV needs to know exactly how many ballots are going to each household. The LWV will mail the ballots to our membership.

(Rich) We are approaching the membership and verification of number of voting adults in a household with due diligence.

(Kuhl) Volunteered to look over the membership list to see if there are any questions that need to be answered prior to voting taking place.

**Motion by Mary Jenkins seconded by Mary Kuhl that the LWV will mail and count the ballots.**

**Motion passed**

13 yes

1 abstain

Yes:

McNulty

McNulty

Baumann

Weber

Corso

Jenkins

Conda

Strasser

Kimmet

Kuhl

Rich

Minor

Gweyn

Corso – abstain

After more discussion it was determined that we will give the LWV a verified membership list, ballot, envelopes etc and by March 4, the LWV is going to mail them for WCA. LWV will provide the labor that will do that. LWV can tell us when they will be putting the mailing together so that WCA tellers can come to observe. LWV has a counting process and tellers are more than welcome to come and observe the counting process.

**Membership Application Revisions – Mary Jenkins**

Membership and Outreach had a meeting and identified the fields that we would like to see on a membership application. Please review this membership application and we can discuss this at our next meeting. The application was then passed out for the Board's review.

There was a brief discussion about the Membership application with suggestions for revisions coming from Board members.

(Kimmet) The NSP category vote will be at our February General Meeting. Every WCA member will get to vote. The Community Gardens, flower pots, etc are all eligible for NSP funds.

(Conda) Are costs associated with land banking covered under NSP funds?

(Kimmet) Joel will look into this before the February general meeting.

Meeting adjourned by Joel Kimmet.