

ROTONDA WEST ASSOCIATION, INC.  
**Election Committee Minutes**

MEETING on November 14, 2018

The meeting was called to order at 2:00 pm

PRESENT: Barbara Peszko (Chair), Ginni Mahon, Linda Bondeson, Sue Superak, Joan Duggan, Donna Krabbe, Lois Burger, Dick Duggan and Geoff Lorah

ABSENT: Peter Traverso (Liaison) & Margie Carroll

OTHER MEMBERS Steve Froggart, Sam Besase

Minutes were approved as read

Barbara had listing of all who had volunteered to help count the vote. She read out the names to ensure all were present for the training. Some were not present.

It was decided that we would have tables set up in the entry foyer for individuals who wanted to cast their ballot on December 7<sup>th</sup> and the tables would be manned by the Election Committee.

All Election Committee members need to be present at 12:30 on 12/6 and all the volunteers should be there at 1:30.

Geoff handed out two examples one a sample of the voting books and one the explanation of the codes that are used to designate whether someone had voted or if there were an error. The election committee will monitor all who come in to cast a ballot. If someone is eligible to vote, they will receive a ballot (colour to be determined) and will be able to cast their ballot. The ballot will be placed in an envelope and placed in a box for counting.

The voting will be closed at 1:30pm

The 2<sup>nd</sup> stage will start around 2:00 pm and all volunteers as well as the election committee will begin counting. There will be two persons teams counting and it will be a double count. The ballots will be grouped in batches of 25. When the two persons team is finished with a batch and both their counts are correct, they will hand in their batch with the tally sheet.

If anyone has any questions, they need to raise their hands and Geoff or one of this team will assist.

It probably will take approx. 2 hours to count the ballots. If it goes longer than that, Geoff will buy pizza for all.

Meeting adjourned at 2:25 Next meeting will be January 17, 2019 at 2:00 PM.

Respectfully submitted,  
Linda Bondeson, Secretary