

**ROTONDA WEST ASSOCIATION, INC**  
**ELECTION COMMITTEE**  
**MEETING MINUTES**  
**March 4, 2022**  
**9:45AM**  
**In Person and Via Zoom**

**Call to Order:** The meeting was called to order by RoseAnne Woodliff at 9:46 a.m.

**Roll call:** RoseAnne Woodliff (Chair), Karen Harvey (Vice- Chair) Brian Armen, Walt Vonah (Secretary), Nancy Ward-Snyder. **Staff:** Derrick Hedges **Absent:** Andy VanScyoc

No in-person or Zoom attendees.

**Minutes of February 4, 2022:** Walt Vonah stated to remove John Stem from roll call, RoseAnne Woodliff stated to add Brian Armen to the roll call and to strike some old verbiage from the minutes.

Brian Armen motioned to accept the amended minutes, Walt Vonah 2nd the motion. Motion passed unanimously.

**Members/Property Owners Input:** None

**Election 2022 Preparations forms:** Discussions took place on several Election forms and what changes where needed if any.

**Annual Meeting and Election Time line.** No Changes

**2022 Election Committee –Communication Plan.** Nancy Ward-Snyder recommended that we put dates on all of our form so we can identify the most current revision we are working on.

**Board of Directors Candidate Packet:** After some discussion the consensus was the packet was good to go.

**RWA Voting procedures Q&A:** No changes

**Change the wording of Vote for new Directors:** Changes made & approved by the committee.

**Blue Absentee Mail-In Ballot:** Changes made & approved by the committee. Manager Hedges will provide a copy of 2021 Ballot Instructions for Committee Review.

**Helpful Hints:** Changes made & approved by the committee.

**Candidate's night format: Candidates Night will be Thursday October 27, 2022 7:00 – 9:00 PM**

It was noted that last year every candidate was asked the same question but the original plan was to ask one candidate one question and then allow anyone to respond that wanted to respond. Put that question aside and pull another question and ask the next candidate so that every candidate didn't have to answer the same question. After much discussion, consensus was to draw one question, ask one candidate, allow any other candidate limited comment and move onto another question and another candidate. We also agreed to have two bowls to draw from, one with Candidate specific submitted questions and one with general candidate questions. Draws would rotate between bowls.

**New Business:**

Consideration of mailing Ballots with Candidates names only.

The committee realized that there is considerable saving by mailing out the Ballot package with the Candidates' names only with using the website as a communication tool for the Candidates Fact Sheet and providing voters written instructions on how to access or obtain Candidate Information in the Ballot mail-out. It must specifically state voters may obtain access to each Candidates fact sheets either on the HOA Website or a hard copy through RWA HOA Office with phone number listed. Any phoned requests for a hard copy of Candidate fact sheets shall be mailed or made available upon request for those who want one or don't have a computer. The letter could also communicate to HOA members about the Website and Constant contact.

*Nancy Ward-Snyder made the motion to eliminate individual Candidate information statement from mailed Annual Notice Packet, but to provide information on how to obtain access to the information upon request. Walt Vonah second the motion. The motion passed 4-1*

Member's input: None

Meeting Adjourn 11:19

**Next meeting first Friday in April 1, 2022 at 9:45am.**

**Walter Vonah, Secretary  
Election Committee**