

# NOMINATIONS & ELECTIONS COMMITTEE MEETING

Wednesday, June 2, 2010

9:00 a.m.

MSC Annex

*GVR's Mission Statement: "To provide recreational, social and leisure education opportunities that enhance the quality of our members' lives."*

## MINUTES

### IN

**ATTENDANCE:** Linda Sparks, (Chair), Mark Haskoe (Vice-Chair), Jerry Belenker, Joyce Bulau, Mary Lu Catino, Carol Kay, Carol Yarborough

**ABSENT:** None

**STAFF:** Anndrea Blackshear (Executive Director), Ginny Bilbrey (Executive Assistant)

### OTHER

**DIRECTORS:** Marge Garneau

**VISITORS:** None

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- **Call to Order** - Committee Chair, Linda Sparks called the meeting to order at 9:02 a.m.
  - **Introductions** – Self introductions were made.
  - **Approval of the Meeting Minutes** –The January 18, 2010 Committee Meeting Minutes were approved as distributed.
  - **New Business** – Sparks stated that this committee has a dual purpose – they go through the nomination process first, and then they handle the election process. She advised that the committee may decide not to place all of the candidate's names on the ballot. It is the committee's challenge to determine the criteria that will be established and applied to all candidates. Candidates should possess qualities such as being an independent thinker, rational in common sense, and desires the best for GVR.

Discussion was held on the following topics:

- 1) **Candidate Receptions** – It was determined to schedule the receptions during the third week in September and two weeks in October. A total of three receptions will be held – 10:00 a.m., 2:00 p.m., and 5:00 p.m. Refreshments will be provided according to the time of the receptions. Ginny Bilbrey will check the reservation schedule and advise the members at the next meeting the dates and times that were selected.
- 2) **Ad Campaign** – After discussion, it was agreed that Mark Haskoe will create some posters for the Candidate Receptions. The committee agreed that sending broadcast e-mails prior to the receptions are very beneficial as well as having articles in issues of *Keeping Current* and possibly placing ads or articles in the *Green Valley New and Sun*.
- 3) **White Elephant Parade** – The committee agreed that it is beneficial for GVR to participate in the parade. Even though it did not attract any additional candidates, it allows GVR the opportunity to

be a part of the community. Carol Kay will check with the White Elephant to find out the ‘theme’ for this year and the exact date the parade will be held.

- 4) **Candidate Interviews** – Discussion was held on the interview process. It was agreed by a majority of the committee members that Board members may attend the interviews, but they cannot participate in the discussion after the interviews.
- 5) **Questions for Interviews** – Sparks asked the committee members to think of questions that may be posed to the candidates during the interviewing process. A copy of last year’s questions will be attached to the committee members’ copies of the minutes as reference.
- 6) **Candidate Forums** – Discussion was held on the types and number of questions that the candidates should be asked. The committee will prepare a few questions for the candidates to answer, but it was determined that questions received from the audience members at the forum should be asked rather than having too many ‘prepared’ questions from the committee. Any remaining questions prepared by the committee could be used at the next forum. President Garneau advised that the Board is currently working on a new Conflict of Interest Statement and it is hopeful that the statement will be ready prior to the candidate interviews for the candidates to sign. The committee also discussed the time of day that the forums are held and ways to keep them from continuing too long. A copy of the questions asked at the three Candidate Forums for 2010 will be attached to the committee members’ minutes for reference. In the meantime, Sparks asked everyone to think of new questions that could be used.

➤ **Member Comments** – None.

➤ **Committee Duties & Responsibilities** – Sparks distributed copies of the Nominations & Elections Committee’s Duties and Responsibilities as outlined in the Corporate Policy Manual for review by the committee members.

➤ **Next Meeting Date** – It was determined that the July 7<sup>th</sup> meeting would be cancelled. The next committee meeting will be held on Wednesday, August 4<sup>th</sup> at 9:00 a.m. in the MSC Annex.

➤ **Adjournment** – The meeting adjourned at 10:00 a.m.

Approved by:

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Linda Sparks, Chair

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Date