



Nomination & Election Committee

Meeting Minutes

Rotunda / Virtually using Zoom

December 15, 2021 – 10:00 am

Members Present: Nancy Burton, Marykay Morelli, Rick Stertz, and Kirk Walker

Owners Present: Joan Tober

Also Present: Hannah Walker, Board President and Jena Carpenter representing Paul Ash Mgt.

I. **Call to Order** – The meeting was called to order at 10:02am by Hannah Walker.

II. **Committee Chair Appointment**

Kirk Walker was appointed to Chair the 2022 NEC by Hannah Walker.

III. **NEC Manual / Mini Handbook & Guideline Review**

Motion made by Marykay Morelli to open discussion was seconded by Rick Stertz; motion passed with unanimous consent.

IV. **Election Timeline/Calendar**

Motion made by Rick Stertz to review and approve the entire agenda and the associated materials was seconded by Marykay Morelli; motion passed with unanimous consent.

The Committee discussed and reviewed and set dates for the election timeline.

A motion made by Rick Stertz to adopt the 2022 Timeline/Calendar as adjusted was seconded by Kirk Walker, motion passed with unanimous consent.

V. **Review Call for Candidate Mailing**

a. **Mailing dates**

Management to issue the revised call for candidates to the committee with the updated timeline/dates for review and approval at the next meeting.

VI. **Meeting Schedule**

A motion made by Rick Stertz to meet on January 7, 2022 and February 7, 2022 at 10am was seconded by Nancy Burton; motion passed with unanimous consent.

VII. **As Brought Forth**

a. Add the Candidate Forum to the January agenda for discussion.

VIII. **Next Meeting Date**

January 7, 2022 @ 10am

February 7, 2022 @ 10am

IX. **Adjournment** – With there being no further business, the meeting was adjourned at 10:55 am.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM
For the Association