

LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC.
NOMINATING COMMITTEE MEETING
September 17, 2020

A meeting of the Nominating Committee of Lake Ridge Parks and Recreation Association, Inc. (LRPRA) was held virtually using ZOOM conferencing software.

PRESENT: *Committee Members:* Michael Butler (Chair), Mike Stephens, *Board Members:* Janet Foote (President), *Staff Members:* Ike M. Mutlu (Chief Operating Officer/General Manager) and Doug Milburn (Director of Administration and Human Resources)

ABSENT: Tina Herndon (Secretary)

A. CALL TO ORDER: Mr. Butler called the meeting to order at 7:00pm.

B. OPEN FORUM: There was no discussion at this time.

C. REVIEW CANDIDATE APPLICATION: The committee reviewed and discussed all aspects of the proposed application for the 2021 election. It was decided upon, that due to LRPRA not requiring Board members to be owners or live within the association, we would like to add wording such as “If you live within Lake Ridge” to question number one. We will also add a not applicable option to how long an individual has lived within Lake Ridge. It was also recommended by Mr. Butler that we add the phrase “as applicable” to the rules at the end of the application.

D. REVIEW PROPOSED ELECTION TIMELINE: Candidate application will have a due date of Wednesday, November 4, 2020 at 5:00pm. Mr. Butler asked to have the November 19, 2020 candidate briefing to be amended to include language about a virtual option due to the pandemic. December 1, 2020 will be the cutoff date for submission to Lake Ridge Today magazine for the January/February edition. This will assist in making sure we are able to get candidate information out to the public well before the election starts.

E. ELECTRONIC AND WRITTEN VOTING PROCESS: Mr. Butler spoke about the concept of having voting online be the primary means of voting for the election. He stated the rationale behind this is participation and cost. A basic analysis of percentages of online vs paper ballot voted from the past three years of elections was reviewed as well as the cost of paper ballots and the potential savings of moving to all online voting. Mr. Stephens discussed the required quorum needed to make an election valid and that our numbers tend to just meet minimum quorum yearly. Therefore, it is risky to eliminate one form of voting due to this. Mr. Stephens recommended that we leave our voting process as is due to the risk involved with delays and having to run a second election. The voting process will remain the same as the previous year in 2021.

F. DETERMINE ANY FUTURE COMMITTEE MEETING DATA: Mr. Butler talked about our next steps for the Nominating Committee. The Nominating Committee agreed that they will have their second meeting on the date of November 19, 2020 to provide the candidate briefing to the Board and their third meeting will be on Thursday, December 10, 2020.

G. OPEN FORUM: There was no discussion at this time.

H. ADJOURNMENT: Mr. Butler made a motion to adjourn the meeting. Mr. Stephens seconded the motion, and the meeting was adjourned at 7:48pm.