

Election Committee Meeting - 7:45 pm, Monday February 26, 2024 Agenda

- 7:45 Call to order. Welcome to all participants.
Major duties now completed: The 2024 Election Schedule and the Election Regulations are done. Contracts are in place for the mail vote (Electec) and the voter roll verification (Julian Lamphear). The Council approved the VMA Voter Form. The Committee submitted the "Appendix" of items for future Council consideration in response to the Council Chair's request, published the EC article in the Feb VMA newsletter, and posted the official notice to open the nomination period on Feb 22.
- 7:50 Approve the Feb 1 meeting minutes. Check the Committee's email and website access.
Confirm the dates for the next two meetings. Residents' comments, questions, and suggestions.
- 8:00 **ACTION ITEMS** at this meeting:
1. Update on the voter roll verification project.
Questions: Street captain confirmation of voters? Notification letter for us to start to send to folks who appear to no longer be VMA residents?
 2. Concerns and options re: postal tracking on the ballot envelopes.
 3. Approve the EC article for the March VMA newsletter.
 4. Review the next steps for the election schedule:
Monthly: Public notices, newsletter articles, and reports for the Council meetings.
March 23: Candidate filing date.
March 26-27: Committee will have the VMA election info packet ready to mail to all households.
By April 7: Committee will approve the verified voter roll to send to Electec.
- 8:30 Residents' comments, questions, and suggestions.
- 8:45 Adjourn.

Join Zoom Meeting:

<https://us02web.zoom.us/j/89731935548?pwd=ZEloQUd3UWRqMFFVRHNrZm1CZDVhQT09>

Meeting ID: 897 3193 5548

Passcode: 876670

Dial-in: (301) 715-8592

Election Committee Meeting Minutes, February 1, 2024

The 2024 VMA Election Committee held its 9th meeting on 1 February 2024 by Zoom. In attendance: Council liaison Katie Howard. Committee members Marty Langelan, Jen Bergeron, Naomi Naierman, John Sharrow and Paul Weller. Village Manager Michael Silliman. Election Committee Contractor Julian Lamphear also attended. No VMA residents were in attendance.

Committee chair Marty Langelan called the meeting to order at 7:32 pm, with full attendance. Marty summarized the Committee's work thus far, noting that it had held 8 meetings to discuss and approve draft procedures. While the hardest work is now behind the Committee, a number of administrative questions are anticipated in the months ahead.

The Committee voted 4-0 (1 abstention) to adopt the minutes from the December 18 meeting. The next meeting will be held on Monday February 26th at 7:45 pm.

Marty asked Committee members to verify that they can access the Committee's email inbox. Naomi and Paul both affirmed their ability to do so.

The Committee expressed its formal welcome to Julian and thanked the VMA council for approving the request to engage the contractor. The Committee also thanked VMA manager Michael Silliman for his assistance. Julian stated that he intended to send the Committee bi-weekly reports with the first on 9 February and the following on 23 February.

Julian thanked the Committee and summarized his background in working with the public sector for ten years and his interest in supporting local government. In addition, Julian shared his significant background with Microsoft Excel. Julian outlined his plans as follows:

- a. He will start with the voter roll from 2023 and compare that list to the VMA Office List of residents, property records, vital statistics, and the county/state voter roll.
- b. He hopes to confirm his ability to use the ERIC data.
- c. Julian requested Committee members to initial personal confirmations of VMA voters on the voter spreadsheet list.
- d. Julian also shared that VMA is following Federally recommended best practices in its procedures to verify the VMA voting roll.

In the 2024 Voter Roll (final product), Julian plans to list names of voters as well as a matrix of other records where the VMA voters appear (i.e. property records, county roll, etc.) which should allow for a confidence score related to eligibility. Julian also highlighted his intent to make the spreadsheet user-friendly. Marty asked Julian to keep notes on his process so that it can be replicated by future Election Committees in VMA.

Katie Howard welcomed Julian on behalf of the VMA Council and told him he was "making history."

The Committee turned to its next agenda item, which was the 1-page VMA Voter Form, to apply the new "qualified voter" definition. The form was approved in a 5-0 vote by the Committee. The Committee will forward the document to the VMA Council for adoption at the Council's February meeting.

The Committee also voted 5-0 to approve the Appendix for the VMA Council, which was requested by Arthur Alexander, VMA Council chair. Marty planned to send the document to the Council on 2 February.

The Election Committee then reviewed important dates related to the 2024 VMA election. On February 22, the nomination period opens. There will be an article and formal election notice announcing this to the community in the February newsletter. The candidate filing deadline is March 23. The VMA election packet, consisting of the candidate statements as well as the election info, will be mailed on 26 or 27 March by the VMA staff, to be received by the residents ahead of the Candidates Forum in April. The Forum will take place on either April 23 or 24. The Election Committee must approve the VMA voter roll by 7 April. The election service contractor, Electec, will mail the ballot packets the day after the Forum.

Election Day is May 7 and the Committee will have a drop box to collect completed ballot envelopes on 7 May, necessitating two election Committee members supervising it at all times. Electec has expressed the goal of collecting the ballot envelopes on the evening of 7 May, which is the Election Committee's strong preference. Paul and Marty are working with Electec and will keep Michael fully informed, with full transparency.

Marty noted that the Committee can add new voters until 7 May. Michael is putting a list together of people who moved into VMA in the past year as well as known vacant houses. Julian plans to send Michael his list of confirmed residents, and Michael plans to use Julian's list once it is completed. Katie reminded the Committee that street captains can assist the voter verification process as well as ensure that new residents will have access to the VMA Voter Form, to register to vote in the upcoming Village election.

The Committee thanked the chair for her work and leadership.

The meeting was adjourned at 8:14 pm by 5-0 vote.

Calling all Candidates! Council Election for the Village of Martin's Additions

Our Village elections are an example of grassroots democracy in action. Martin's Additions has about 1,100 residents and we have our own local government, in the form of an elected Village Council. Any VMA voter can run for office. The Council can take action on building codes, street safety, and much more. Whether you're a new neighbor or a long-time resident, your leadership and willingness to serve can make a real contribution here.

If you're interested in running for a seat on the Council, please send an email to the Election Committee at VMAelections@martinsadditions.org.

Election Day is May 7, and **the Filing Date for the candidates is 6 pm on Saturday March 23**. It's easy to become a candidate. To put your name on the ballot, just send your written candidate statement and the short VMA conflicts-of-interest (COI) disclosure form to the Election Committee by the March 23 filing deadline. Your candidate statement can be up to 1000 words, to describe your background and any key issues you'd like to see the Council address. The COI form is [here](#).

The Council hires the Village Manager and makes the decisions about VMA's policies and priorities at the monthly public Council meetings. Council members serve two-year terms. If elected, you would begin your term on July 1, 2024. This election will decide a majority of the Council. Three of the five VMA Council seats will be on the ballot this spring.

Local government matters. The Election Committee welcomes all candidates equally, and will send you the info about the election procedures. Is Martin's Additions your primary residence? Will you be 18 or older by Election Day? If so, you qualify as a voter and you can be elected as a Council member. No prior experience is necessary. If you'd like election information, just email the Committee. For information about the current Village operations and finances, the monthly reports from the Village Manager and the Treasurer are in the Council meeting packets [here](#).

If you'd like to nominate a neighbor, please include your name and an email or signed note of consent from the nominee. All of the nominees will need to provide their candidate statements and completed COI forms to the Election Committee **by 6 pm on March 23**.

The Election Committee will be glad to answer questions, and we look forward to hearing from you.

Your 2024 VMA Election Committee,
Jen Bergeron, Marty Langelan, Naomi Naierman, John Sharrow, and Paul Weller

P.S. A note to all residents -- if you haven't already done so, please answer the very short voter survey [here](#) to help the Committee update and confirm the voting roll for this year's election. Thanks!