



Election Committee
August 9th at 4:00 p.m. in the Boardroom at
Country Club

Agenda

- I. Call to Order
- II. Approval of Minutes from July 12, 2022
- III. New Committee members
 - a. MaryAnn Bradley
 - b. Margaret Killeen
- IV. Ballot/Proxy timeline
- V. Next Meeting Date
- VI. Adjournment

**BELLA VISTA PROPERTY OWNERS'
ASSOCIATION ELECTION COMMITTEE MEETING
July 12, 2022 – VIA ZOOM**

MEMBERS PRESENT: Chairperson Robert Ritschel and Ann Dahlke

MEMBERS VIA TELEPHONE: None

MEMBERS ABSENT: Brian Church

PROXY: None

OTHERS PRESENT: Chief Operating Officer Tom Judson, Director of Marketing Ashley Wood, Corporate Secretary Jessica McCrary, and two guests learning about the Elections Committee (Margaret Killen and MaryAnn Bradley).

I. CALL TO ORDER

The meeting began at 4:04 p.m.

II. APPROVAL OF MEETING MINUTES

Chairperson Ritschel asked the committee if there were any changes or additions to the June 29, 2022, Election Committee meeting minutes. Having no changes or additions Chairperson Ritschel asked for a motion to approve the, June 29, 2022, minutes. Ann Dahlke made a motion to approve the, June 29, 2022, minutes. Chairperson Ritschel seconded the motion. The motion passed unanimously.

III. New Committee members

- a) Margaret Killeen
- b) MaryAnn Bradley

IV. Ballot/Proxy Review and Election Timetable

Chairperson Ritschel and Ann Dahlke reviewed the information provided and no change or discussion.

V. NEXT MEETING DATE

The committee will meet on the Special meeting held October 4th, 2022, at Lakepoint at 6 p.m. This meeting will announce the voting results of the Assessment campaign.

VI. AJOURNMENT

The meeting adjourned at 4:56 p.m.

2022 ASSESSMENT ELECTION TIME TABLE

Due Date	Active/Completed	Item	Responsible Party	Date Completed
6/29/22		Election Committee Mtg.	Admin	
7/5/22		Rough Draft of Ballot Prepared	Jessica /Marketing	
7/5/22		TIE Contract Reviewed and Signed	Admin	
7/8/22		Final Ballot Setup Proof completed by Marketing	Marketing	
7/8/22		Preliminary Ballot Setup Proof Reviewed by Legal, this includes a review of all materials sent to voters	Doug	
7/12/22		Final Paper Proof of Ballot Approved	Election Committee	
7/12/22		Vote Reminder language finalized and approved	Marketing	
7/12/22		Preliminary Data File of all Voters sent to TIE	Ray	
7/29/22		Confirm all current residents (by customer number) for the Cottages, the Plaza, and Concordia.	Carmen	
7/29/22		Carmen to coordinate with IT to ensure correct data and # of votes for the Greens I, Greens II, the Cottages, the Plaza, Concordia, and Cooper Communities (C#00000041) unsold lots. Each vote for unsold lots is multiplied by the number of candidates to be elected.	Carmen	
7/31/22		Cut Off for Voter Eligibility	Ray	
8/1/22		Tabulate Data File to TIE	Ray	
8/4/22		Community Mtg./ Dogwood room	Tom/Jessica	
8/9/22		Community Mtg. / Highlands	Tom/Jessica	
8/9/22		Community Mtg./Riordan	Tom/Jessica	
8/10/22		Election Begins	TIE	
8/10/22		Ballots placed in mail	TIE	
8/10/22		Email Announcement	TIE/ Election Committee	
8/10/22		Send out Press Release	Election Committee	
8/24/22		Onsite Voting with TIE	TIE/Admin staff	
8/24/22		1st Email Reminder	TIE	
9/7/22		2nd Email Reminder	TIE	
9/14/22		3rd Email Reminder	TIE	
9/20/22		Final Email Reminder	TIE	
10/4/22	at Lakepoint	Community Mtg. / Election closes	TIE & Election Committee	
		Start Date 8/10 & Concludes 10/4		