



**Nominating Committee Meeting Minutes
Ten Pin Building Conference Room
April 13, 2017**

Present:

Board: Ed Smith, Cheri Strong, Robert Donovan and James Kloor

Staff: Nicole Chase, Melanie Bettenhausen, & Cassie Blom

Members: None

Meeting commenced at 6:05 pm by Ed Smith.

Agenda additions: none

Minute Approval: Consensus reached to approve the February 9, 2017 meeting minutes.

Approve Election Materials:

- Remove all references to video statements
- Election guideline brochure-make it more colorful; continuing the excitement throughout all materials
- Maybe bullet points in the brochure
- Should we combine employee brochure and general candidate brochure?
- One idea-set dates that would be the same year to year (first Wed. of the month, etc...)
- Clarification-do candidates get the brochure when they pick up the application or after their application is approved? General consensus that both should be given out at the same time.
- General consensus to combine the brochures so employees and general election candidates get the same brochure-insert for employee candidates
- Clarify that any campaigning and board work is off the clock (not getting paid by the Co-op); board members get a stipend
- Question about publicizing that board members receive a stipend- should we do it? Would it help with recruiting board members? Esp. employees?
- General consensus to add that we do offer a stipend in brochure and on the website
- Increase the hours to 10-20 hours a month instead of 10-12 hours a month (what the time commitment is for board members)
- The materials will be going to the board for approval at the May 4th meeting; the next NC meeting is on May 11th
Consensus is that the board is approving the general overall messaging and not the colors or smaller details

Plan and Approve Election Timeline:

- Discussion on candidate forum-going to have a mixer and then movie on Oct. 2 at Richards' Goat
- The committee reviewed and approved the election timeline. See timeline attached to the minutes

Procedure for Sealing of Ballot Boxes:

- Who has keys for ballot boxes?
- Who is the keeper of keys?
- Do boxes need to be sealed?
- Consensus is not to seal the boxes

Next Steps:

- Next meeting: May 11th, 2017 6pm

Recommendations: That the board review and approve the election materials and timeline

Meeting adjourned at 7:41 pm by consensus

Minutes by Nicole Chase