

Nominations Ballot Procedures

Dear Board of Directors:

In order to prepare, cast and submit your Nominations Ballot you **will need to attend** the January 26 Board Meeting. There must be a quorum of Board Directors in attendance to vote on the Slate of Directors.

Please read and follow the instructions below:

- You will need the ability to join the Zoom Board Meeting **AND** check your email (via your cell phone/computer/laptop/or tablet). This may even mean having two devices on hand.
- After the Nominating Chair completes her oral presentation, you will be emailed a **link** which you will click on and your Nominations Ballot will appear. **Please see the attached sample Nominations Ballot (No nominee names).**
- Follow the **Directions** for **Casting** and **Submitting** your Ballot.
- After you have submitted your Ballot, you have completed your part of the process.
- All Ballots submitted go to the Nominating Chair email account where they will be counted by the designated Directors: Nominating Chair and two Nominating Committee Members.
- After the three designated Directors have confirmed their counts with each other, they will return to the meeting with the voting results. The Nominating Chair will announce the number of **YES** votes and the number of **NO** votes.
- Next, the President will make a motion to approve the Slate of Directors as presented (No second is needed as it's coming from the Nominating Committee).

NOTE:

If you have any questions about the above directions, please call Chris Gregg, Nominating Chair ASAP (714-998-8048).

If you have any problem receiving or submitting your Ballot at the meeting, immediately call Chris Gregg, Nominating Chair @ 714-998-8048. If necessary, she will take your vote over the phone.