

Election Committee Charter

The Election Committee is organized and supervised as a sub-committee of the Communications Chair for the sole purpose of organizing and monitoring the election of Board members prior to the annual meeting in May. The intent of the committee is to assure confidentiality of the voters and accuracy of their ballot cast. The committee is composed of two parts: the Election Committee Chairperson and the Election Judge.

The Election Committee Chairperson may or may not be a board member but should not be a candidate for board election. The Communications Chair and Election Committee chair may be the same person or work together to organize and distribute the mailing of election notices and ballots. A ballot is also placed on the Eagle Landing website so that a resident may choose to vote online. Residents must use an assigned voter ID that is assigned to the resident on the election notice received in the mail. Voter IDs are randomly generated prior to the ballot distribution by the Communications Chair and assigned to each property unit on record. Only the Communications Chair has access to the database containing both resident names and assigned voter IDs.

The Election Judge preferably should not be a board member or family member of a person running for board election. The Election Judge receives the ballots, either by regular mail, email or at the Annual Meeting and verifies that the voter ID is genuine, matches the number that was originally assigned and matches the number of property units that is held by the resident. The Election Judge matches only the assigned ID numbers because the resident names have been removed to assure anonymity on the ballots cast. The Election Judge records the number of votes cast for each candidate and announces the names of the winners at the Annual Meeting after the election is closed. Paper ballots and copies of the database tally sheets are retained for voting records but are not matched with voter names.