

September 13, 2019

ELECTIONS COMMITTEE REPORT

SUBMITTED BY: STEVE HABEGER ELECTIONS COMMITTEE CHAIRPERSON,

COMMITTEE MEMBERS:

<u>Name</u>	<u>Date Appointed</u>	<u>On term</u>	<u>Expires</u>
Steve Habeger	September 24, 2016	2	September 24, 2021
Mark Heintz	September 24, 2016	2	September 24, 2021
Ginger Sutula	March 29, 2018	1	March 21, 2021
Brenda Wascak	February 25, 2018	1	February 25, 2021
Bob Windsor	February 20, 2019	1	February 16, 2022

BOARD LIAISON: Steve Tuttle

SUBMITTED TO: THE OCEAN PINES BOARD OF DIRECTORS

SUBMITTED IN ACCORDANCE WITH RESOLUTION M-06 ELECTIONS AND REFERENDUMS PROCEDURES

1. Elections Report. The Chairperson shall submit to the Board of Directors, within thirty (30) days of any voting by ballot, a written report,

a. Detailed results of the voting

1. See attached chart for details of ballots

2. Results of Vote Count (in ballot order)

Tom Janasek	2,160
Larry Perrone	2,131
Camilla Rogers	1,753
Paula Gray	1,407
Shawn Kotwica	235
Ed Solum	191
Gregory Turner	478

3. The candidates elected to serve three-year terms on the Ocean Pines Board of Directors are:
 Tom Janasek,
 Larry Perrone, and
 Camilla Rogers.
4. All ballots and associated envelopes will be kept for a period of one year in the locked OPA Elections Committee (EC) File cabinet in the Administration Building. The ballots and envelopes from the 2018 election have been discarded.
5. A "Ballot Report for 2019 election" is attached as Appendix A.
6. Following the 2017 election, EC redesigned the voting instructions with the objective of reducing mismarked ballots. During the 2019 election, EC worked with Marketing and Public Relations Department to encourage members to ensure their ballots arrived prior to the deadline. Reviewing recent election histories reveals the following trends:

	<u>2017</u>	<u>2018</u>	<u>2019</u>
Number of mismarked ballots	129	14	7
Ballots received after deadline	72	60	46

2. Problems encountered with the tabulating and reporting system and any assistance required. No problem were encountered. The counting process went very smoothly, ballots rejected by the Scantron machine were reviewed by the Elections Committee and counted if a determination could be made as to the clear intent of the voter.

3. A summary of Committee activities during the reporting period and any recommendations for improving the election or referendum process.

The EC met seven times from November 2018 through September 2019. In addition, we hosted a candidate workshop with a draw for ballot order and two candidate forums.

Meeting agendas and meeting minutes were submitted to OPA and were posted as appropriate on the OPA website.

Board Director Steve Tuttle was our liaison. He was able to attend all of our meetings and was of great help.

4. Recommendations, if any, for the calendar of events for the next election if the balloting was for the election of directors.

- Schedule candidate forums in the Assateague Room of the Community Center far in advance.
 - Candidate Draw and Workshop are scheduled to be held June 12, 2020 at 11:00 am in the Assateague Room,
 - The first Candidate Forum will be held at 7:00 – 9:00 pm on Wednesday June 17 in the Assateague Room, and
 - The second Candidate Forum will be held 10 am – noon on Saturday, June 27 in the Assateague Room.
- EC will be seeking to modify Resolution M-06 to allow random order of candidates to answer questions at candidate forums.
- EC will investigate a newer (and possibly different) ballot counting machine. This may require acquisition of different ballots. OPA IT personnel and Ace Print & Mail contractor have expressed interest in participating in such an investigation. The Northstar system will be our primary focus for a system.
 - EC encourages an article be published in spring 2020 about voting eligibility and how to ensure an account is in good standing. Perhaps an insert could be included in the Annual Assessment mailing which would explain the need to have an account in “good standing” in order to vote in the coming election. EC will coordinate with the Marketing and Public Relations Department on this matter.
- EC requests OPA provide tablets rather than a paper list of eligible voters for Annual Meeting check-in. Four tablets would be required to fulfill this request.
- It is recommended that the BOD review any policies related to political/candidate ads in the OPA Quarterly newsletters. Further it is the recommendation of the committee that all political topics, including BOD Candidate ads, not be published in OPA newsletters.

5. Comments on the capabilities of the contractor used and a recommendation regarding future use of the contractor or suggested alternatives.

- OPA engaged the service of two contractors in order to conduct the election.
- For the purposes of operating the Scantron Machine used to count the ballots: John Connell of BDK, IT Consultant/Operator of the Scantron machine.
- For printing and mailing services as well as picking up and sorting ballots:

ACE Printing & Mailing
ATTN: Thom Gulyas
Thom@acepm.com
410-641-3636
10026 Old Ocean City Blvd. Suite 3
Berlin, Maryland 21811

6. Fiscal performance.

The 2019 election was accomplished within the approved budget. The election cost \$15,532.08; \$25,000 was budgeted. The cost of the 2019 election was more than the 2018 election because of the clear requirement in OPA Bylaws:

“Section 4.04. Notice of Meetings. At the direction of the President or the Board of Directors, the Secretary shall provide written notice of the annual or a special meeting of the members to **all** (*emphasis added*) members not less than fifteen (15) nor more than fifty (50) days prior to the meeting.”

Recent prior elections had not sent a first class mailing to ineligible members informing them of the Annual Meeting. A letter announcing the Annual Meeting was sent to 768 members who were ineligible to vote. Notice to all OPA members will continue to be provided in the future.

OPA Ballot Report for 2019 election			
Overview			
Number of ballots mailed	7957		
Scantron Count	3054		
Manual count	19		
Total number of ballots counted	3073	38.6%	Valid ballot return rate
Letters sent to ineligible voters	768		
Rejected ballots			
No box marked	0		
Ballot marked improperly or comments on ballot	4	Received	Received beyond deadline
		9-Aug	One day late
Improper envelope used	0	10-Aug	Two days late
		11-Aug	Three days late
Voted for more than allowed number of candidates	3		Four days late
Write-in attempt	0		over 1 week
			over 2 weeks
			over 3 weeks
Total number of invalid ballots	7		Total late
			46
Total late + invalid ballots	53		
Grand Total of ballots returned	3126	39.3%	Ballot Return Rate