

Special Committee Topics

Committee Topic	Committee Recommendation	Board Decision
#1. Whether candidates for Village Board who cease to be members of the Association prior to the election should remain eligible for candidacy.	The Committee recommended that the Bylaws remain as they are, requiring all candidates to be members of the Association.	Ms. Amari made the motion and Ms. McPherson seconded. Motion: Adopt the recommendation of the Special Committee that the candidates for the Village Board or Columbia Association Representative who cease to be members of the Association before prior to election day are no longer eligible to run. Candidates must be members of the Association. The motion passed unanimously.
#2. The term of a Village Board member should automatically terminate when they cease to be member of the Association.	Four members in favor, two against. The Committee recommended that, if a Board member moves out of the Village, they may continue to be a member of the Board for the rest of their term.	Ms. Amari made the motion and Ms. McPherson seconded. Motion: Adopt the recommendation of the Special Committee that the term of a duly elected Board Member or CA Representative remain as reflected in the Bylaws. The motion passed unanimously.
#3. Online voting should be discontinued.	The vote was split, three for, two against, one abstain. Recommendation that a summary of the pros and cons should be in the Election Handbook and that the handbook should be reviewed by the Board each year before the announcement of the election.	Ms. Dean made the motion and Ms. Amari seconded. Motion: That the Board adopt the Special Committee’s recommendation that online voting in Village elections be discontinued effective immediately, and that the Election Procedures and Guidelines be further updated to state that: “It is recommended that this Election Procedures and Guidelines be reviewed by the Board of Directors each year before the announcement of elections”; and That the Election Procedures and Guidelines be updated to state that: “Voting in Village elections shall be conducted only by (i) in-person voting, and (ii) absentee ballots, unless otherwise required by law.”; and That the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson in favor and Mr. Evelyn and Ms. Anderson against.

<p>#4. A verifiable chain of custody of paper ballots should be established and documented.</p>	<p>This topic passed unanimously. There is a policy in place and this policy should continue to be followed.</p>	<p>Ms. Dean made the motion and Ms. McPherson seconded. Motion: That the Board adopt the Special Committee’s recommendation that a verifiable chain of custody of paper ballots should be established and documented; and That the Election Procedures and Guidelines be updated to clearly reflect and document the existing established, verifiable chain of custody of paper ballots. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson in favor, Ms. Anderson against and Mr. Evelyn abstained.</p>
<p>Committee Topic</p>	<p>Committee Recommendation</p>	<p>Board Decision</p>
<p>#5. Candidates should have the ability to run for office as Director and CA Rep at the same time. <i>(Also in Candidate Handbook)</i></p>	<p>The vote was against this topic, one for and five against. Columbia Association prohibits its Board members from holding office on a Village Board.</p>	<p>Ms. Dean made the motion and Ms. Amari seconded. Motion: That the Board adopt the Special Committee’s recommendation on Question 5; and that effective immediately, no resident may run for office as both a Director and Columbia Association Representative during the same Village election; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson in favor, Ms. Anderson against and Mr. Evelyn abstained.</p>
<p>#6. There should be a cap or limit on the amount candidates may spend on their campaign in order to enable all residents the opportunity to serve on the Village Board or as CA Rep, regardless of their income or resources available for campaign expenditures. <i>(Also in Candidate Handbook)</i></p>	<p>The vote was for this topic, five for and one against. Form to address this topic in Forms section.</p>	<p>Ms. Dean made the motion and Ms. McPherson seconded. Motion: That the Board adopt the Special Committee’s recommendation on Question 6; and That beginning with the 2022 Village elections and continuing thereafter, there will be a \$500 cap on expenditures made in connection with the candidacy and campaign for each candidate for Director and each candidate for Columbia Association Representative for each election year; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents shall be revised and/or created to reflect the foregoing. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson in favor and Mr. Evelyn and Ms. Anderson against.</p>

<p>#7. There should be campaign expenditure disclosure requirements notifying residents how much money a candidate has personally spent on their campaign. <i>(Also in Candidate Handbook)</i></p>	<p>This motion passed four for, two against. Form to address this topic in Forms section.</p>	<p>Ms. Dean made the motion and Ms. McPherson seconded. Motion: That the Board adopt the Special Committee’s recommendation on Question 7; and That beginning with the 2022 Village elections and continuing thereafter, for each candidate for Director and each candidate for C A Rep there will be campaign expenditure disclosure requirements stating how much a candidate has personally spent on their campaign and other relevant documents be revised and/or created to reflect the foregoing. The motion passed four in favor and Mr. Evelyn opposed.</p>
<p>Committee Topic</p>	<p>Committee Recommendation</p>	<p>Board Decision</p>
<p>#8. There should be campaign contribution (monetary or in-kind) disclosure requirements notifying residents how much money candidates have accepted from third parties for their campaigns. <i>(Also in Candidate Handbook)</i></p>	<p>This motion passed unanimously. Form to address this topic in Forms section.</p>	<p>Ms. Dean made the motion and Ms. Amari seconded. Motion: That the Board adopt the Special Committee’s recommendation on Question 8; and that effective with the 2022 Village elections and continuing thereafter, each candidate for Director and each candidate for Columbia Association Representative will submit a written disclosure notifying residents how much money the candidate has accepted from third parties for their campaign and other relevant documents be revised and/or created to reflect the foregoing. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson in favor, Ms. Anderson and Mr. Evelyn against.</p>
<p>#9. There should be disclosure requirements related to campaign activity by third parties (monetary or in-kind) where the sponsor of the activity is not disclosed and whether beneficiaries of such activity should be required to make a good faith effort to discover and disclose the source of such assistance and be recused from matters involving such donors. <i>(Also in Candidate Handbook)</i></p>	<p>This motion passed five for, two against. Form to address this topic in Forms section.</p>	<p>Ms. Dean made the motion and Ms. McPherson seconded. Motion: That each candidate for Director and each candidate for Columbia Association Representative that garners enough votes to be elected to office should be required to disclose any campaign activity by third parties (monetary or in-kind) where the sponsor of the activity is not disclosed; and beneficiaries of such activity should be required to make a good faith effort to discover and disclose the source of such assistance and be recused from matters involving such donors and other relevant documents be revised and/or created to reflect the foregoing. The motion passed, Ms.</p>

		Dean, Ms. McPherson and Ms. Amari for, Mr. Evelyn and Ms. Anderson abstained.
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#10. Contributions from third parties should result in consideration of recusal of the recipient from participation in matters involving such donor before the Village Board if elected.	The topic was passed unanimously.	Ms. Dean made the motion and Ms. Amari seconded. Motion: That contributions from third-parties (defined as individuals or entities other than the candidate themselves) to Winning Candidates will require a review by the Board of Directors to determine whether such contribution constitutes a conflict of interest or an appearance of a conflict of interest [<i>this wording removed: requiring such Winning Candidate to be recused</i>] prompting consideration of asking the subject Board member to recuse themselves from discussion and voting on a matter before the Board and involving the third-party donor; and that the Association's Conflict of Interest Policy, instructions to candidates, and other relevant documents be revised and/or created to clearly reflect the foregoing. The motion passed, Ms. Dean, Ms. McPherson and Ms. Amari for, Mr. Evelyn and Ms. Anderson opposed. At the Special Board meeting on Monday, February 7, 2022, the Board made a friendly amendment (<i>removed in italics, added in bold</i>) to this motion and the amendment is reflected in the above. The amendment passed, Ms. Dean, Ms. Amari, Ms. McPherson and Mr. Evelyn in favor and Ms. Anderson abstained.
#11. Specific criteria and/or rubrics should be established for appointment of Village Board members or CA Rep from pool of multiple applicants if an election is not necessary or if there is a later vacancy.	This topic passed five for, one against. Recommendation: If there is a vacancy, the highest vote getting in the previous election will be offered the position first. In the absence of a candidate, there should be a vote of the Village Board. In the absence of a deciding vote by the Village Board,	Ms. Dean made the motion and Ms. McPherson seconded. Motion: That in instances involving appointment of a Director or CA Representative for lack of sufficient candidates or vacancy for any other reason, the Board follows the existing provisions in the ByLaws requiring that the Board of Directors vote on such appointment; and that the Association's Manual for the Board of Directors and other relevant documents be revised or created to clearly reflect the foregoing. The motion passed, Ms. Dean, Ms.

	appointment should be made by the Board Chair.	McPherson and Ms. Amari for, Mr. Evelyn and Ms. Anderson abstained.
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#12. Specific election rules and procedures, including, but not limited to clear instructions to candidates regarding placement of signs at the polling location, requirement of renter-candidates supplying a copy of their rental agreement, and other election-related requirements should be memorialized and advertised as part of the election process. <i>(Also in Candidate Handbook)</i>	This topic passed unanimously.	Ms. Dean made the motion and Ms. McPherson seconded. That the Board adopt the Special Committee's recommendation that specific election rules and procedures, included but not limited to clear instructions for candidates regarding placement of signs at the polling location, requirement of renter-candidates supplying a copy of their rental agreement and other election-related requirements should be memorialized and advertised as part of the election process; and that the Association's Elections Policies and Guidelines, and other relevant documents be revised and/or created to clearly reflect the foregoing. The motion passed, Ms. Dean, Ms. McPherson, Ms. Amari and Ms. Anderson for, Mr. Evelyn abstained.
#13. The Election Committee should be required to report to the Village Board each year within a specific time period, whether there was an election or not.	This topic passed unanimously. Village Manager recommendation: Election Committee should report no later than the second Village Board meeting in June.	The Board discussed the recommendation of the Special Committee. Ms. Dean made the motion That the Board adopt the Special Committee's recommendation on Question 13; and that effective with the 2022 Village elections and continuing thereafter, the Election Committee will annually report on the recently-concluded elections to the Board; and that the Election Committee's report will be presented in an open public meeting of the Board no later than the second meeting in June following the recently-concluded elections; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed unanimously.
#14. Notice of second meeting for quorum purposes should continue to be automatically published with first notice of election.	This topic passed unanimously. The current policy in the Election Handbook should continue to be followed.	Ms. Dean made the motion that the Board adopt the Special Committee's recommendation on Question 14; and that effective with the 2022 Village elections and continuing thereafter, that notice of second meeting for quorum

		purposes be published with first notice of election; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. Amari seconded. The motion passed unanimously.
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#15. Specific protocols should be established for the announcement and advertising of election results.	This topic passed unanimously. The current policy in the Election Handbook should continue to be followed.	Ms. Dean made the motion that the Board adopt the Special Committee’s recommendation on Question 15; and that effective with the 2022 Village elections and continuing thereafter, Village Staff, after consultation with the Election Committee members, shall establish and document protocols for the announcement and advertising of election results; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed unanimously.
#16. A comprehensive Election Handbook addressing all election policies, procedures, rules, guidelines, forms, timelines, maps, etc. should be produced and updated annually. The Handbook should be reviewed by the Village Board each year before the announcement of the election.	This topic passed unanimously. The Election Handbook had not been reviewed annually by the Board in the past. Village Manager recommendation: review after Election Committee report in June or in December to allow time for edits.	Ms. Dean made the motion That the Board adopt the Special Committee’s recommendation on Question 16; and that effective with the 2022 Village elections and continuing thereafter, the Village staff shall create and produce a comprehensive Election Handbook setting forth all procedures, rules, guidelines, forms, timelines, maps, and other documents related to Village elections; and that the Election Handbook will document all policies and documents related to candidacy, elections, and certification of winning candidates adopted by the Board; and each year after the Election Committee makes its annual report to the Village Board in June, Village staff and the Election Committee shall review the Election Handbook and suggest updates and revisions to the Board for its consideration and adoption; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents shall be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed unanimously.

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<p>#17. The Conflict and Ethics Policy should be revised to include disclosure of campaign expenditures; disclosure of campaign donors (monetary and/or in-kind) and amounts; certification of good faith attempt to identify sources and amounts of any third-party contributions (monetary and/or in-kind) from unknown sources; pledge of recusal from matters before the Village Board involving any corporate or substantial donor, and any other matters pertaining to campaign finance; and establish enforcement mechanisms of removal of office under Conflict and Ethic Policy for failure to comply with expenditure/disclosure/certification/recusal provisions of Conflict and Ethics Policy.</p>	<p>The topic passed four for, two against.</p>	<p>Ms. Dean made a motion that the Board adopts the Conflict of Interest Policy as edited; and that effectively immediately, the policies and procedures reflected therein are the policies of this Board and shall be implemented beginning with the 2022 Election cycle and continue thereafter; and that Election Procedures and Guidelines, instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. Amari seconded. The motion passed, Ms. McPherson, Ms. Amari, Ms. Dean and Mr. Evelyn in favor, Ms. Anderson against. Ms. Anderson objected to the document because it is too detailed and complex for the average person.</p>
<p>#18. A timeline for proposed candidates to prove their eligibility for candidacy should be established.</p>	<p>This topic passed unanimously. This timeline is currently established by the publication date of the Village Election Supplement in the Columbia Flier. The timeline could be reviewed yearly as part of the Election Handbook review, in the event that the Columbia Flier is no longer published.</p>	<p>Ms. Dean made a motion that the Board adopt the Special Committee’s recommendation on Question 18; and that effective with the 2022 Village elections and continuing thereafter, Village staff, in consultation with the Election Committee, shall establish a timeline for establishing eligibility for each candidate for Director and each candidate for Columbia Association Representative, and shall review that timeline annually at the same time the Election Handbook is reviewed each year; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to clearly reflect the foregoing. Ms. Amari seconded. Ms. Anderson recommended a friendly amendment to the motion to “establish a timeline for determining” rather than “establish a timeline for establishing.” Ms. Amari seconded the friendly amendment. The motion passed unanimously.</p>

		The amended motion is: that the Board adopt the Special Committee’s recommendation on Question 18; and that effective with the 2022 Village elections and continuing thereafter, Village staff, in consultation with the Election Committee, shall establish a timeline for determining eligibility for each candidate for Director and each candidate for Columbia Association Representative, and shall review that timeline annually at the same time the Election Handbook is reviewed each year; and that the Election Procedures and Guidelines, the instructions to candidates, and other relevant documents be revised and/or created to clearly reflect the foregoing.
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#19. The committee should recommend to the Village Board how the word “recusal” will be defined as part of their recommendations, consistent with the Conflicts of Interest policy.	The topic passed five for, one against. Definition: Disqualification or withdrawal (of oneself or someone else) from any position of judging or decision making to avoid a semblance of personal interest or bias.	Ms. Dean made a motion that the Board consider the Special Election Committee’s definition of recusal as it considers adoption of the Village Conflict of Interest Policy. Definition: “Disqualification or withdrawal (of oneself or someone else) from any position of judging or decision making to avoid a semblance of personal interest or bias.” Ms. Amari seconded. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson for, Ms. Anderson and Mr. Evelyn against.
DOCUMENTS		
Candidate Acknowledgement of Receipt document		Ms. Dean made a motion that the Board adopts the Acknowledgement of Receipt as edited; and that effectively immediately, the policies and procedures reflected therein are the policies of this Board and shall be implemented beginning with the 2022 Election cycle and continue thereafter; and that Election Procedures and Guidelines, instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed, Ms. Dean, Ms. McPherson, Ms. Amari and Ms. Anderson in favor, Mr. Evelyn against. Mr. Evelyn stated this document should not have been done at the beginning because it lists other

		documents that have not been approved and the document could be confusing.
Contributions and Expense Report document		Ms. Dean made a motion that the Board adopts the Contributions and Expense Report document as edited; and that effectively immediately, the policies and procedures reflected therein are the policies of this Board and shall be implemented beginning with the 2022 Election cycle and continue thereafter; and that Election Procedures and Guidelines, instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. Amari seconded. The motion passed, Mr. Evelyn, Ms. Amari, Ms. McPherson and Ms. Dean for, Ms. Anderson opposed. Ms. Anderson believes that the document is too complex for the average person who would like to run for the Village Board.
Campaign Pledge document		Ms. Dean made a motion that the Board adopts the Candidate's Pledge as edited; and that effective immediately, the policies and procedures reflected therein are the policies of this Board and shall be implemented beginning with the 2022 Election cycle and continue thereafter; and that Election Procedures and Guidelines, instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed, Ms. Amari, Ms. McPherson and Ms. Dean in favor, Mr. Evelyn and Ms. Anderson against. Ms. Anderson stated that the document is too detailed and complex; she feels it needs to be simplified.
Candidate Disclosure document		Ms. Dean made a motion that the Board adopts the Candidate's Disclosure document as edited; and that effectively immediately, the policies and procedures reflected therein are the policies of this Board and shall be implemented beginning with the 2022 Election cycle and continue thereafter; and that information disclosed will be posted on the website and otherwise easily available to all

		<p>eligible voters: and that Election Procedures and Guidelines, instructions to candidates, and other relevant documents be revised and/or created to reflect the foregoing. Ms. McPherson seconded. The motion passed, Ms. Dean, Ms. Amari and Ms. McPherson for, Ms. Andersen against because she feels the document needs to be simplified. Mr. Evelyn abstained.</p>
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