

MINUTES

Math & Science Academy Election Committee

Monday, March 13, 2023 at 4:00 p.m.
Room 4C/Virtual

1. Call to Order: 4:00 p.m. (Maggie Burggraaff)
2. Roll Call of Members:

Maggie Burggraaff, Dan Ellingson, Justin Gehring, Teresa Ward

3. New Business - (30 minutes)
 - a. Establish BOD Election Dates
 - i. Nominations Open - 3/21(email stakeholders for self nominations)
 - ii. Nominations Close - 3/29
 - iii. Election Begins - 4/3
 1. **(RECOMMENDED) BOD approve a blank ballot that names are approved to be listed in alphabetical order or**
 2. hold a special meeting between 3/30 and 4/4 to approve the ballot or
 3. stick to policy timeline and alter it to be approved at May meeting, where the ballot is approved in April
 - iv. Election Ends - 4/13 at 12:00 p.m.
 - v. Election Committee Meeting to certify results - 4/13 at 4:00 p.m.
 - vi. BOD Result Certification - 4/17 BOD Meeting
 - vii. New Members Seated- June BOD Meeting

Important dates for the MSA BOD 2023 Election:

- Nominations Open - Tuesday, March 21st, 2023
 - **Community Email #1 - Tuesday, March 21st, Self-Nominations For MSA BOD Now Open (and run in daily announcements)**
 - Nominations Close - Wednesday, March 29th, 2023
 - Elections Committee Meeting (To create ballot) - March 30, 2023
- **This is where a special meeting would be needed if BOD needed to approval ballot** ---
- **Community Email #2 - Canidate Statements Posted Online**
 - Election Begins - April 3rd, Electronic Voting Opens
 - **Community Email #3 - April 4th - Subject: MSA Board of Directors Voting Now Open!**
 - **Community Email #4 - April 12th - Subject: Voting Closes Tomorrow**
 - Voting Closes - Thursday, April 13th, 2023 @ NOON

- Committee Certifies Results - Thursday, April 13th, 2023 @ 4:00PM
- Board Certifies Results - BOD approves election results at the APRIL BOD meeting
- Board Chair/Director to Notify winners
- New Members seated - New BOD members are seated at the JUNE BOD meeting

Alternative Proposal for another timeline?

1. Go with proposed above timeline with a sample, incomplete ballot. (Recommended)
2. Alter the timeline to go out to the May meeting, so the ballot could be approve in April (causing election results to be delayed until May).
3. Have a special meeting between March 30th and April 4th to approve the ballot.

- b. Create the nomination form
SEE ELECTION PLAN

4. Next Meetings 3/30 at 4:00 p.m.
 4/13 at 4:00 p.m.
5. Adjournment 4:56 p.m.