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Inspectors of Elections

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Election Timeline For: Sycamore Village Community Association Election of Board of Directors by Acclimation: 3/15/2024

12/15/2023

Notice of Delivery Date for Nomination Procedures and Deadline

Last day to give members individual notice, including (1) the number of board positions that will be filled at the election; (2) the deadline for submitting nominations; (3) the manner in which nominations can be submitted; (4) a statement informing members that if, at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are board positions to be filled, then the board of directors may, after voting to do so, seat the qualified candidates by acclamation without balloting.

Within seven business days of receiving a timely nomination, continuing through the nomination deadline

Response to Nominations

(1) Within seven business days of receiving a nomination, give a written or electronic notice acknowledging the nomination to the member who submitted the nomination; (2) within seven business days of receiving a nomination, give a written or electronic notice to the nominee, indicating either of the following: (a) The nominee is a qualified candidate for the board of directors or (b) the nominee is not a qualified candidate for the board of directors, the basis for the disqualification, and (c) notice of the nominee's right to IDR to appeal the disqualification. Notices (1) and (2) may be combined into a single notice if the nominee and the nominator are the same person. If the nominee is deemed disqualified, we recommend sending the above notices immediately to preserve your timeline. DO NOT WAIT SEVEN BUSINESS DAYS. For the IDR appeal, we recommend offering the candidate the right to participate in IDR on a business day of their choosing between 5 and 15 calendar days after the date the notice is given to the nominee.

2/10/2024 to 2/15/2024

Reminder Notice of Nomination Deadline

Time period to give members a reminder by individual notice, including (1) the number of board positions that will be filled at the election; (2) the deadline for submitting nominations; (3) the manner in which nominations can be submitted; (4) a list of the names of all of the qualified candidates to fill the board positions as of the date of the reminder notice; (5) a statement reminding members that if, at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are board positions to be filled, then the board of directors may, after voting to do so, seat the qualified candidates by acclamation without balloting. This statement is not required if, at the time the reminder notice will be delivered, the number of qualified candidates already exceeds the number of board positions to be filled.

Continue to Respond to Nominations

Remember to continue responding to additional nominations received, as noted above.

3/15/2024

Nomination Deadline

Last day to send pre-ballot notice by general notice, including (1) date, time and physical address to mail or hand-deliver ballots to inspector(s); (2) date, time and location of ballot-counting meeting; and (3) the voter list correction deadline. While posting is permitted, members who requested individual notice are entitled to mailing and mailing to all members is recommended. This date also begins the period during which members may verify the accuracy of their own information in the voter list. Before mailing/posting pre-ballot notice, prepare the voter list to be ready for any verification requests

3/20/2024

Final Responses to Nominations

Respond to any final timely nominations received, as noted above, through the nomination deadline.

TBA

Board Meeting to Consider Candidates Elected by Acclamation

If all acclamation requirements are met, schedule an open board meeting to consider the qualified candidates elected by acclamation. The agenda item must reflect the name of each qualified candidate that will be seated by acclamation if the item is approved. The meeting should be scheduled after all qualified candidates are known (IDR appeals completed), but before pre-ballot notice deadline, if possible.

*If at the time of close of nominations there are more candidates than positions available a meeting date must be sent at least 60 days out and notices of meeting and ballots must be mailed.