



Elections Committee Meeting Minutes – May 19, 2026

Zoom

Present

Board: Jon Haumeder (EC Chair), Layla Richardson (EC Member), Lizzy Gahm (EC Member), Hayley Simera

Staff: Emily Walter

Owners:

1. Welcome and Review - The meeting commenced at 5:02pm by Jon.

2. Approve April Minutes

Approved by consensus.

3. 2026 Election Timeline

The committee reviewed an updated election timeline which moves voting and ballot counting up by two days. This will allow ballot counting to take place on a weekday instead of the weekend.

4. Qualifications

The committee reviewed the qualifications following approval of changes to them at the May board meeting. The committee wanted to update one bullet point.

Recommendation to the Board: Approve update to Section K of the Board Policy Manual.

“Applicant has the ability to **and willingness** to regularly read and respond to email correspondence. **An official Co-op email address is provided to all Board Directors.**”

Approved by consensus.

5. Voting

It was discovered that cooperatives in California can’t set a minimum vote. In an election, the winners must be those with the most votes.

6. Nomination Process

The committee wants to move forward with looking into removing the option for write-in candidates and replacing it with a self-nomination process. The committee reviewed policies that other Co-ops in California use for self-nomination and came up with the following language that could potentially be added to bylaws Section 5.03. Nomination:

If a member is not selected for candidacy by the Elections Committee, or approved by the Board, they may be added to the ballot by submitting to the Elections Committee, at least eight (8) weeks prior to the start of elections, a petition of twenty-five (25) members in good standing. Upon verification of the signatures they shall be accorded with the same opportunities to present campaign statements as accorded to other candidates.

This means that if an owner submits an application and the Elections Committee does not approve it, that owner can petition the Board to approve the application. If the board does not approve the applicant, they can then gather signatures of 25 owners within a defined time frame and get on the ballot that way. The ballot would note which candidates are self-nominated.

Recommendation to the Board: Approve use of board legal funds in seeking advice from an attorney about a self-nomination policy.
Motion by Jon, 2nd from Lizzy. All in favor, motion passed (3/0/0).

7. Applicant Interview

The committee discussed how they want to conduct interviews with applicants.

AGREEMENT: Emily will be in charge of scheduling interviews with the Elections Committee and applicants. All interviews will be in person or via zoom.

ACTION: Jon will draft an interview script to be used for each interview.

8. Board Policy Manual

The committee reviewed Section G of the Board Policy Manual for updates.

The committee discussed the use of digital displays in both stores for online voting to cut back on the amount of paper ballots that are filled out in the stores. Every member will be mailed a paper ballot and have the option to mail or drop off their ballot, but paper ballots will not be available in stores. The following update is based on this change:

General Membership Voting

- Adequate supply of ballots/~~envelopes~~ with ballot box, **and or a digital device for online voting**, must be placed prominently in each store, for the duration of the election period.

The current schedule for counting ballots is two days following the close of voting. While the Marketing Team does its best to have materials prepared as much as possible and get the verified vote count out to the public as soon as possible, due to weekends, it is more reasonable to allow seven days, rather than 5 days as is currently the policy. Thus, the committee is recommending the following changes to the Board Policy Manual:

General Election Results

- EC Chair shall ensure within ~~five (5)~~ **seven (7)** days of election closing, the candidates elected and/or referendum results, including specific vote counts per candidate or other ballot item, are announced and posted in all Co-ops stores and on Co-op website.
- EC Chair shall deliver to Board President, within ~~five (5)~~ **seven (7)** days after election close, a written report of election results, including vote totals, signed by all EC members participating in the vote count.

The following Board Policy Manual section states that as applications are received the applicant names will be posted in both stores. The committee believes this can potentially intimidate people from submitting an application if they see someone else whom they think might do better than them already submit an application, especially for the employee election. The committee would like to remove the following section:

General Election Publicity

- ~~A list of applicant names, by date received, will be posted in stores on the Board board, and updated as applications are received. The post will include a caveat of when applicants will be reviewed and information of how to run for the board.~~
(Approved – April 2019)

Recommendation to the Board: Approve changes to Board Policy Manual Section G as seen in Attachment B.
Motion by Jon, 2nd from Lizzy. All in favor, motion passed (3/0/0).

9. Application Packet

The committee reviewed the application packet content and made minor edits.

10. Recruitment

The committee discussed ways to recruit employee applicants. They came up with the idea of having an “Elections Season Celebration” for employees on June 24 that would entail leaving some fun snacks for staff at both stores with signage and application information.

ACTION: Jon will talk to his catering friends about food ideas.

The committee is planning a Meet-n-Greet event prior to the July 9 board meeting. They would like to have it downstairs in the Arcata store starting at 5pm. They will have snacks, application information and invite interested applicants to attend the board meeting that will begin at 6pm.

ACTION: Emily with talk to Sean and Marketing about these ideas.

11. Next Agenda Items

Next meeting Tuesday, June 16, 5pm via Zoom.

- Follow-up an items that were sent to the Board.
- Recruitment (employees and general)
- Application Interviews

Meeting adjourned at 7:29pm
Minutes by Emily Walter

ATTACHMENT A

2026 Election Timeline

EMPLOYEE ELECTION	
June 24 (WED)	Applications available for 1 seat
July 22 (WED)	Employee applications due
July 29 (WED)	Elections Cmt. reviews apps
July 30 (THR)	Employee notified of eligibility
Aug. 5 (WED)	Employee voting begins
Aug. 19 (WED)	Employee voting ends
Aug. 20 (THR)	EC counts employee ballots
GENERAL ELECTION	
June 24 (WED)	Applications available for 1 seat
Aug. 12 (WED)	General Applications due
Aug. 20 (THR)	Elections Cmt. reviews apps
Sept. 29 (TUE)	General election begins
Oct. 10 (SAT)	Annual ownership meeting
Oct. 20 (TUE)	General election ends
Oct. 22 (THR)	EC meets to count ballots
Oct. 27 (TUE)	Election results posted
Oct. 29 (THR)	Board Orientation
Nov. 12 (THR)	First Board meeting

Attachment B

Board Policy Manual Section G

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