

**Harbor Gateway North Neighborhood Council  
Ad Hoc Election Committee – January 27, 2021  
Held via Zoom webinar**

Present: Joan Jacobs (Chair), Rosalie Preston (Secretary), Fred Nichols, and Eva Pace

**1) Welcome/call to order:** The meeting was called to order at 6:37 p.m. by Chair Joan Jacobs.

**2) General Public comment on non-agenda items:** There was no public comment.

**3) Approval of the minutes**

**a. January 18, 2021, minutes:** It was moved by Fred Nichols, seconded by Eva Pace, and passed 4-0-0 to approve the minutes as presented.

**b. January 20, 2021, minutes:** It was moved by Joan Jacobs, seconded by Eva Pace, and passed 4-0-0 to approve the minutes as presented.

**4) Updates from City Clerk – Elections:** There may be a meeting on Fri. January 29 at 10 a.m. with the City Clerk and Department of Neighborhood Empowerment to discuss the resources each will be providing for the HGNNC Board election.

**5) Timeline for elements of candidate recruitment outreach, including flyer, website, Constant Contact email, social media posts, and robo-call:** Rosalie Preston reviewed the draft timeline for elements of the candidate recruitment period. The current wording about the Board election which is posted on the HGNNC website was also reviewed and some areas for editing were noted. The document listing of Board positions, brief descriptions of their duties, and the qualifications needed to run for each seat were reviewed. This is the wording from the HGNNC Bylaws.

**6) Timeline for other election elements, including voter registration event, Candidate Forum, get-out-the-vote, and return of vote-by-mail ballots by June 15:** Rosalie Preston read out the key dates from this timeline and various edits were made. If possible, the Committee would like to see a few more robo-calls to remind people to register to vote, as the timeline for registering extends from April 16 to June 8.

**7) Announcements:** The Committee will also reach out to various neighborhood groups, organizations, and schools to have them help advertise the election via their email lists and newsletters and possibly their websites.

**8) Adjournment/setting of next Committee meeting:** The meeting adjourned at 8:10 p.m. The next Committee meeting will be Wednesday, February 3 at 6:30 p.m.

Minutes taken by Rosalie Preston, Secretary