

Oak Creek Club Homeowners Association  
14505 Mary Bowie Parkway  
Upper Marlboro MD, 20774

**Elections Committee Meeting Minutes  
Wednesday July 10, 2024, @ 6:30 pm**

Pamela Rachal called the Elections Committee Meeting to order at 6:31 pm.

**Committee Members in Attendance:**

- Jessica Hill
- Pamela Rachal
- Yolanda Ricks

**Residents in Attendance:**

- Steven Ricks

**Camp Representative**

- Moriah Benjamin, Assistant Community Manager

**Resident Forum:**

Steven Ricks suggested that the Resident Forum be held at the end of the Committee's Business. Pam Rachal suggested that holding the Resident Forum at the end of the meeting would be okay. Jessica Hill suggested that the Resident Forum could be up to 15 Minutes. Yolanda Ricks suggested that holding the Resident Forum at the end of the meeting is fine unless residents participating need to speak earlier in the meeting. Since the Committee discussed being flexible with residents attending meetings, no vote on holding the Residents Forum at the end of meetings was taken by the committee.

**New Business:**

**1. Review and discussion of the Election Timeline Proposed by HOA Management/CAMP on Tuesday, July 9, 2024, (5:11 pm):**

- General discussion of the need for the Elections Committee to review all election materials before printing or mailing to residents.
- Pamela Rachal moved to send out the Call for Candidates materials to Sundry Printing on Monday, July 22, 2024. Yolanda Ricks seconded. Motion carried unanimously.
- Pamela Rachal moved to send out the Call for Candidates/Annual Meeting Notice/Candidate Forum Notice on Monday, August 5, 2024. Jessica Hill seconded. Motion carried unanimously.
- Pamela Rachal moved to set the deadline for the Call for Candidates for Monday, August 26, 2024. Yolanda Ricks seconded. Motion carried unanimously.

- Pamela Rachal moved to send out electronic and paper ballots to eligible homeowners no later than Monday, September 9, 2024. Jessica Hill seconded. Motion carried unanimously.
- Pamela Rachal moved to set the deadline for electronic and paper ballots for Friday, October 4, 2024, at 5 pm. Jessica Hill seconded. Motion carried unanimously.

**2. Discuss and Confirm Elections Committee Deadline for Review of Call for Candidates Document Before Printing:**

- Pamela Rachal moved to Review the Call for Candidates Documents no later than Tuesday, July 16, 2024. Yolanda Ricks seconded. Motion carried unanimously.

**3. Discussion of Adding Specific Questions to the Candidate Form and Nominating Petition**

- Pam Rachal will provide her recommendations for additional questions to the Committee and CAMP by Thursday, July 11, 2024.
- Yolanda Ricks provided recommendations to CAMP to provide the address/date/and time of final submission of Candidate forms on both the letter to residents and the Candidate Form and Nominating Petition.

**Old Business:**

**1. Discussion of ONR HOA Voting App and Quote:**

- The committee discussed having ONR sales representative Gabriel Campos provide a demonstration of the ONR voting/survey/access control application at the next Elections Committee Meeting, July 31, 2024, at 6:45 pm.
- Yolanda Ricks provided information on the ONR quote, which includes unlimited voting, surveys, and an access control feature (like Dwelling Live). The initial quote for voting and surveys was \$1249, good through August 7, 2024. More information on the quote to be developed as the committee looks forward to options to prepare for the 2025 calendar year.

**2. Discussion of Additional HOA Voting/Survey Platforms**

- Discussion of eballot.com by Votenet Solutions, recommended by Jessica Hill to research for quotes for the 2025 Calendar year at the Wednesday, June 26, 2024, Elections Committee Meeting. Yolanda Ricks discussed trying to find vote.net, and the website is eballot.com.

**Tasks:**

1. CAMP to provide copies to the Elections Committee of the voting documents that were sent out to residents for the 2023 calendar year.
2. CAMP to confirm what the voting window/timeframe (number of days) is allowed under the current contract with Vote HOA Now.

**Adjournment:**

Pamela Rachal adjourned the meeting at 8:37 PM