

WAYNOKA PROPERTY OWNERS ASSOCIATION, INC.

RULES & REGULATIONS

Volume 3: Election Procedures Manual

Waynoka Property Owners Association

WPOA Administration Office

1 Waynoka Drive

Lake Waynoka, OHIO 45171

(937) 446-3232

WWW.LAKEWAYNOKA.COM

Approved, WPOA Board of Trustees, Motion # 274, 08/12/2017; Amended, Motion # 321, 05/09/2020.

Purpose

This manual is intended to document current requirements, procedures and practices relevant to the annual election of WPOA TRUSTEES or special membership votes. Guidelines are also included for presiding over the annual caucus for the election of the WPOA BOARD of TRUSTEE Executive Officers. It is also noted that at the discretion of the WRWSD and WPOA Board of TRUSTEES, WPOA Election Inspectors and the WPOA Nominating Committee may preside over and conduct the election of WRWSD Trustees and WRWSD Board of Trustees Executive Officers.

This document is approved with the understanding that, from time to time, circumstances of a particular election may require the Election Inspectors and/or the Nominating Committee to use procedures that vary from the guidelines in this document.

Statement of Authority

Following the appointment by the President of the BOARD as per the CODE of Regulations, the Election Inspector(s) shall have the sole and final decision making authority for all matters not otherwise specifically defined in the CODE of Regulations, Rules and Regulations or approved procedural manual pertaining to the processes and procedures for conducting and certifying results of the annual election of TRUSTEES, the annual caucus for election of BOARD executive officers and special membership votes. *(Adopted by Motion #240, WPOA Board of Trustees 9/13/2014.)*

This procedure manual derives its authority from the WPOA CODE of Regulations. Specific information is contained in the following sections:

ARTICLE IV: ELECTIONS

ARTICLE V, Section 4. Filling Vacancies on the BOARD.

ARTICLE VI, Section 2: Election Qualifications and Term of Office

=====

NOTE: If a conflict exists between this publication and any motion passed prior to the date of approval and adoption of this edition by the WPOA BOARD of TRUSTEES, this publication takes precedence. If a conflict exists between this publication and the CODE of Regulations (Blue Book), the CODE takes precedence.

I. WPOA Annual Election of Trustees

A. WPOA Board of Trustees Responsibilities

1. Appointment of Election Inspectors
 - a. If necessary (positions vacant), the President of the WPOA shall, within 30 days of taking office, appoint a maximum of two (2) Election Inspectors for a term of three (3) years.
 - b. Election Inspectors may be removed by a two-thirds (2/3) majority vote of the WPOA BOARD of TRUSTEES.
 - c. The WPOA President is responsible for appointing replacement(s) within 30 days of an Election Inspector position vacancy.
2. Election Dates and Timeline
 - a. The BOARD shall approve or modify the dates and timeline for the election of trustees as recommended to them by the Nominating Committee (See Exhibit 1) at the September Board meeting. (Code of Regulations Article IV, Sec.3)
3. Filling Trustee Mid-Term Vacancies
 - a. The WPOA BOARD of TRUSTEES shall fill any mid-term Trustee vacancies as *prescribed in the Code of Regulations (Article V, Sec.4).*

B. Candidates' Responsibilities

1. Qualifications (*Code of Regulations Article IV, Sec. 1*)
 - a. Must be a Member (in good standing) as defined in the Code of Regulations;
 - b. Tenants may not serve on the BOARD;
 - c. May not have a spouse who is currently a BOARD TRUSTEE.
2. Application
 - a. Complete a current application form (available at the WPOA Administrative offices), including materials specified in the CODE of Regulations Article IV, Section 1.4 and return to the WPOA Administrative offices no later than the published due date.
 - b. Provide the Nominating Committee with a recent passport type photograph.
 - c. Provide the Nominating Committee with an up-to-date resume regarding past and present work positions and a brief statement as to why the members should consider them as a potential trustee. Size limit of the resume and statement is specified on the application.

C. WPOA Administrative Office Responsibilities

1. Upon request, provide prospective candidates with an application form approved by the Nominating Committee.
2. Provide a metal lockable (by two locks) ballot box, slotted so that ballot envelopes can be inserted without unlocking the box.
3. Publish candidate information as supplied by the Nominating Committee as proposed in the election timetable. (See Candidate Responsibilities).
4. Provide a listing of eligible WPOA voters, sorted by lot number, showing the name of the voter and their primary lot number for the Nominating Committee and the Election Inspectors.
5. Produce and inspect address labels per eligible voter as directed by the Nominating Committee, as follows:
 - a. One set of labels with the name, current mailing address and the lot number of the voter.
 - b. One set of labels addressed to: Election Inspectors, at the WPOA business office address and displaying the primary lot number of the voter.
 - c. Inspect printed labels for 'clipped' or incomplete information.
6. Provide ballots and ballot envelopes as directed by the Nominating Committee. *Note: The outer envelope must not have the phrase "Return Service Requested" on it.*
7. Apply proper postage to the outgoing mailing envelopes. (NOTE: Ensure proper date on postage metering equipment.)
8. Receive, date stamp and initial returned ballot envelopes and store all returned ballots in a locked metal lock box as directed by the Election Inspectors.
9. After election results are certified provide secure storage for all used election materials for a period of time as directed by the CODE of Regulations, Article IV, Sec. 3.

D. Nominating Committee Responsibilities

1. Soliciting Candidates
 - a. The Nominating Committee is responsible for soliciting candidates for the office of WPOA Trustee by any effective process including but not limited to:
 - i. Announcements at meetings and community events.
 - ii. Announcements in the WPOA monthly newsletter and website. (See Exhibits 2 & 3)
 - iii. Use of signage around the community.
 - iv. One on one solicitation.

Nominating Committee Responsibilities (continued)

2. Establish Key Dates

- a. The Nominating Committee shall coordinate with the WPOA General Manager, before the September monthly Trustee meeting, to establish dates for all election procedures as follows:
 - i. Date when applications will be available to members.
 - ii. Deadline by which all applications and supporting documents must be received at the WPOA administrative offices.
 - iii. Deadline for delivery of ballot information and other election materials to an outside printer. (Consult with printer.)
 - iv. Deadline for the printing of voter lists and address labels. This deadline shall establish the cut-off date for member voting eligibility. (See Administrative Office Responsibilities.) (Motion # 321, 05/09/2020)
 - v. Date ballot materials are to be mailed.
 - vi. Deadline for returned ballots to be received by the WPOA administrative office.
 - vii. Date by which all votes must be counted and certified.
- b. At the regular monthly meeting in September, the Nominating Committee shall present to the Board for approval the schedule of events for the upcoming election. (See Exhibit 1)

3. Review Applications and Publish Candidate Information

- a. With the assistance of the WPOA administrative office, review all submitted candidate applications and direct the WPOA administrative office to verify candidate eligibility.
- b. With the assistance of the WPOA administrative office, prepare candidate photos and statements for publishing in the November WPOA newsletter.

4. Prepare Ballot Mailing Inserts and Envelopes

- a. Each candidate's photo and statement (multiple candidates per sheet).
- b. Voting Instructions which include:
 - i. Proper procedure for marking ballots.
 - ii. Reasons for disqualifying ballots such as:
 - a. Voting for more candidates than positions to be filled;
 - b. Any writing or comments other than a write-in vote;
 - c. Tampering with the outer (return) envelope;
 - d. More than one ballot in the return envelope or ballot envelope;
 - e. Ballot not received at the WPOA Office by the established date.
 - iii. A note indicating that voting for fewer candidates than open positions is permissible.
 - iv. Instructions on how to obtain a replacement ballot.
- c. Printed Ballots (candidate names to be rotated).

Nominating Committee Responsibilities (continued)

- d. Ballot envelope marked only with the word "BALLOT."
 - e. Return envelopes addressed to ELECTION INSPECTORS at the WPOA Administrative office address. (See C.5.b)
 - f. An outer envelope with voter mailing label and proper postage. (See C.5.a)
5. Prepare Ballot Envelopes for Mailing
- a. The names and lot numbers on the master list shall be compared to the names and lot numbers on the mailing labels to ensure that they are identical and that there is a mailing label for every name on the master list. Also, there must be a return-mailing label with the corresponding lot number on it.
 - i. The member mailing label is affixed to the outside envelope
 - ii. The return mailing label is affixed to the return envelope
 - b. The return envelope is placed in the outside envelope making sure, while doing so, that the lot number on the outside envelope and the lot number on the return envelope are the same.
 - c. Voting instructions (see Exhibit 4) are placed in the outside envelope.
 - d. Picture and resume sheets are placed in the outside envelope. (See Exhibit 5)
 - e. A ballot is placed in the outside envelope. (See Exhibit 6)
 - f. A ballot envelope is placed in the outside envelope.
 - g. The outside envelope is moistened and sealed.
6. Deliver Ballot envelopes to the Post Office for mailing.
7. Ballots returned by the U.S. Post Office as undeliverable shall be retained by the Nominating Committee Chair until the end of the balloting period. If the member contacts the Office or the Nominating Chair and provides a current address, their ballot may be re-mailed and must be returned by the voting deadline. (Motion # 321, 05/09/2020)
8. Acclamation
- a. If the number of candidates to appear on a ballot is equal to or less than the number of open trustee positions, the qualified candidates will be elected by acclamation and no voter balloting will be conducted.

E. Election Inspector Responsibilities:

1. Appoint a Nominating Committee composed of up to three members, one of whom will be selected to act as Chair, by the first working day of August. Said appointees cannot be candidates in the upcoming election.
2. Only balloting by first class mail is authorized, unless the WPOA BOARD of TRUSTEES approves an alternate method.
3. Election Inspectors shall procure two unique locks for the container used to store returned ballots. Locks must not have been previously owned or used by another Election Inspector.
4. Recruit a number of WPOA members to assist in the counting process. Assign and record member responsibilities on the Election Volunteer Form. (See Exhibit 7)
5. Purchase and assemble the supplies necessary for counting ballots.
6. Make arrangements with SECURITY to have the ballot box delivered to the counting location. Arrange for SECURITY to remain during the counting process.
7. Count returned envelopes and ballots:
 - a. Verify date stamp on the returned envelopes.
 - b. Count the number of envelopes received (potential ballots).
 - c. Arrange returned envelopes in numerical order by Lot number.
 - d. Check each returned envelope against the master mailing list.
8. Direct and oversee the count of votes from ballots received as follows:
 - a. Team members open the envelopes:
 - i. Open the returned envelope and remove the ballot envelope; if there is no ballot envelope, mark the outer envelope "No Ballot Enclosed."
 - ii. Save the return envelope with the lot number.
 - iii. If there is no ballot in the ballot envelope or a blank ballot, the ballot envelope should be marked "No Ballot Enclosed" and stored separately.
 - iv. Any ballot that may be disqualified by the Election Inspectors for other cause should be placed in the respective ballot envelope and the cause for disqualification written on the outside of the ballot envelope and stored separately.
 - v. Ballot envelopes can be discarded once the enclosed ballot is deemed qualified.
 - b. Securely bundle the qualified ballots in groups of 25; Election Inspectors provide a cover sheet and assign a unique number to each bundle. (See Exhibit 8)
 - c. Form teams of two for counting and provide each team with identical blank tally sheets. (See Exhibit 9)
 - d. Each team will tally the votes as follows:
 - i. One team member states the name of the candidate receiving a vote and the other team member records a slash mark next to that candidate's name on the tally sheet. When the bundle is completed, counters initial the bundle.
 - ii. After completing the count of a ballot bundle the bundle is given to another team to be counted again as in par. 8.d.ii above.

- iii. When the tally of each unique ballot bundle is the same from two separate team counts the bundle and two team tally sheets are given to be recorded on the Master Tally sheet (see Exhibit 10). (NOTE: Bundles must be recounted as necessary until two teams record the same count.)
 - iv. Election Inspectors must witness the recording on the Master Tally sheet. Each unique ballot bundle number and corresponding tally is recorded on the Master Tally sheet.
 - v. Election Inspectors must witness the summing of the Master Tally Sheet.
 - vi. Election Inspectors prepare the "Election Results" Report. (See Exhibit 11)
- 9. Notify all candidates by telephone or in person within five (5) days of completing the vote tally.
 - a. If a candidate-elect declines the position, they will be required to notify the WPOA Board of Trustees in writing and the candidate with the next highest vote count will be declared the winner.
- 10. Notify the President of the Board of Trustees.
- 11. Certify the election results by signing the Election Results report and posting a copy of the results at the Administration Office, the Health Recreation Center, and the Lodge.
- 12. One additional recount may be requested in writing by any candidate who is unelected by a margin of five (5) or fewer votes. Recounts must be requested within ten (10) days after documented notification (i.e., witnessed phone call, letter, email, text message) to the candidates.
- 13. Certify the recount results by signing the Election Results (revised) report and posting a copy of the results at the Administration Office, the Recreation Center, and the Lodge.
- 14. Ensure all Ballots, Tally Worksheets, undelivered returned envelopes, and envelopes with the lot number are stored securely for a period time as defined in the CODE of Regulations.
- 15. If two or more candidates for TRUSTEE-elect have the same number of votes and there are not enough vacancies on the BOARD to accommodate all candidates, the Election Inspectors shall contact the tied candidates and determine if they wish to continue as candidates, then conduct a public coin toss or drawing from a 52-card deck of playing cards (Ace high) to determine the winner(s) at the next WPOA meeting. See ORC 3505.33; Note that a "lot" is defined as a coin toss or drawing of cards.

II. WPOA Annual Election of Board Executive Officers

A. Election Inspector or Nominating Committee Chair Responsibilities

NOTE: The BOARD has the authority, if desired, to direct the Election Inspectors to conduct this election in any manner the BOARD chooses, e.g., prepare a single ballot with all offices and all TRUSTEES names for these offices. The Election Inspectors in this election are there only to conduct the process and ensure the integrity of the vote count. Procedural items in the following section are provided as a default process in the absence of any specific direction by the BOARD.

1. Preside / Conduct the Election of Executive Officers
 - a. The WPOA Executive Officers shall be elected annually for a one (1) year term.
 - b. The nomination and election of the Executive Officers shall occur in a closed caucus during the Annual Meeting (third Saturday in April as per the CODE of Regulations), or prior to the next regular monthly Board meeting if the election of Executive Officers cannot be held at the Annual Meeting.
 - c. The caucus shall be conducted by the Election Inspectors or by the Nominating Committee Chair.
 - d. Absentee ballots from TRUSTEES and TRUSTEES-elect are permitted, but must be mailed or presented to the Election Inspectors prior to the WPOA Annual Meeting in a sealed envelope by the person to be absent. Absentee votes are considered valid for multiple ballots.
 - i. Nominations and voting can be done by absentee ballot.
 - ii. A Trustee does not need to be present at the caucus to be nominated and/or elected.
 - e. The officers for the Executive Board shall be elected one at a time and in the following order:
 - i. President
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer
 - v. Member-at-Large
 - f. The Election Inspectors or Nominating Committee Chair shall prepare ballots for the vote prior to the caucus.
 - g. The Election Inspectors shall accept nominations from any Board Trustee.
 - i. If there is only one nominee for a given position, then that nominee shall be declared the winner and no voting will be necessary for that position.

- h. Upon completion of the nominations for a position, The Election Inspectors or Nominating Committee Chair shall distribute the ballots for the office in question.
 - i. The Trustees write the name of the person of their choice on the ballot.
 - j. The Election Inspectors or Nominating Committee Chair collects the ballots and counts the votes, including any valid absentee votes, in full view of the Trustees present.
 - k. In the case of a tie, the above procedure shall be repeated.
 - l. The Election Inspectors or Nominating Committee Chair shall announce the results of the election immediately following the caucus at the Annual Meeting or at the next regular monthly Board meeting if a vote is not taken at the Annual Meeting.
2. Preside / Conduct Elections to fill mid-term Executive Officer Vacancies
- a. Call for a closed caucus of the WPOA Board of Trustees.
 - b. Use the same procedures as used for the election of Executive Officers at the WPOA Annual Meeting.
 - c. No other business shall be conducted at this caucus.

III. WPOA Special Membership Votes

A. Election Inspector Responsibilities

- 1. Conduct Special Membership Votes as directed by the WPOA BOARD of TRUSTEES.
 - a. With the exception of information contained on the ballots and procedures pertaining to candidates, all procedures for the WPOA Annual Election of Trustees are applicable to Special Membership Votes and may be modified as necessary by the Election Inspectors to accommodate the type of voting process and the topic to be voted upon.

Exhibits 1 through 11 attached.

Flow Chart Attached

2016 PROPOSED ELECTION TIMETABLE

Fri Sept 30	Date by which candidate applications must be postmarked to qualify
Fri. Oct 7	Date by which applications must be received at the Business Office (including hand delivered applications) before 4 p.m.
Mon. Oct 10	Date by which election materials needed for the Newsletter are delivered to the office Date by which election materials needed for mailing are delivered to the printer
Fri. Oct 14	Date by which lists and labels should be printed by the Office. This date is the cut-off date for voter eligibility. (Motion # 321, 05/09/2020)
Fri. Oct 28	Date by which ballots must be mailed to voters
Sat. Nov. 12	WPOA meeting; Meet and Greet after meeting
Mon. Nov. 28	Date by which returned ballots must be received at the office (including hand-delivered) before 4 p.m.
Mon. Dec. 5	Date by which votes must be counted

2016 Elections

Applications are now being accepted for 3 positions on the WPOA Board of Trustees and 2 positions on the WRWSD Board for a three-year term beginning April, 2017 and expiring April, 2020.

These applications are available at the WPOA office or online at Lakewaynoka.com.

The Application must be accompanied by a brief resume and a photo and must be dropped off or mailed to the WPOA office postmarked no later than 4:00 p.m., Friday, September 30, 2016. Applications postmarked after this time and date will be ineligible.

Candidates will have several opportunities to introduce themselves to the membership:

October 1, 2016 – 10:00 am at the Campground

October 8, 2016 – 10:00 am at the Lodge during the WPOA meeting; informally

November 12, 2016 – 10:00 am following the WPOA Board meeting – formal meet and greet for all members to ask questions of the candidates

Any questions may be directed to the Election Inspectors:

_____ 937-446-xxxx

_____ 937-446-xxxx

Invitation to Meet & Greet Session

October 2016

2016 W.P.O.A. Board of Trustees

Election Inspectors, _____ and _____

Dear 2016 W.P.O.A. Board of Trustees Candidate,

You are invited to participate in a “Meet and Greet” session, Saturday, November 12, 2016 following the regular W.P.O.A. Board of Trustees meeting.

You will be given the opportunity to present your qualifications on why the membership should be voting for you. You will have up to five minutes to do so.

After all candidates have made their presentations, the membership will have an opportunity to ask questions of the candidates.

The “Meet and Greet” session will be monitored by the “Election Inspectors,” _____ and _____.

Respectfully,

_____, 937-446-XXXX

_____, 937-446-XXXX

WAYNOKA PROPERTY OWNERS ASSOCIATION, INCORPORATED
1 WAYNOKA DR.
SARDINIA, OHIO 45171
Phone: 937-446-3232
Fax: 937-446-3253

VOTING INSTRUCTIONS
BOARD OF TRUSTEES ELECTION 2016

Dear Property Owner,

Accompanying this letter of instruction are:

- an official ballot
- a ballot envelope
- a pre-stamped return envelope
- and resumes of candidates seeking your vote for a seat on the WPOA Board of Trustees.

Please read the resumes and mark the ballot with your choice of **no more than three** candidates, including write-ins. **Any other writing, comments, marks or erasures on the ballot are unacceptable and will disqualify the ballot.** If you make an error or ruin your ballot, contact the business office or election inspectors to arrange to return your old ballot and receive a new one.

Seal your completed ballot in the specially marked Ballot envelope, and place it into the pre-stamped envelope for return. **Do not remove the lot number from the return envelope.** The vote counters will not see this outer envelope; it is used only for comparison with the master list of paid-up property owners to assure that no one votes more than once. **If the lot number is removed, the ballot will be disqualified.**

Deadlines:

- Mailed ballots must be postmarked or hand delivered to the office by Friday, November 18, 2016.
- All ballots must be received at the office by noon, Monday, November 28, 2016.

It is important that you take the time to vote. The welfare of your investment can only be assured by your active participation.

You may want to hold on to your ballot so you can get to know the candidates at a **Meet and Greet after the WPOA meeting on Saturday, November 12th**. Election results will be announced at the Monthly Meeting in December. Elected individuals will be installed at the Annual Meeting in April.

Thank you for voting!

Sincerely,

 Nominating Committee

Official Ballot WPOA 2016

Choose no more than 3 candidates,
including write-in votes. Any other marks
or erasures will disqualify the ballot.
If you ruin a ballot, save it but contact
the office to receive a replacement.
Thank you for voting!

- ☐ Sharp, John
- ☐ Von Wahlde, Stephen
- ☐ Woods, Michael
- ☐ Johnson, Steve
- ☐ Kitchen, Doris
- ☐ Levermore, James Peter
- ☐ Meese, Steve
- ☐ Robinson, Walter
- ☐ Sears, Stephen

Write-in candidate:

WPOA BOARD OF TRUSTEE CANDIDATES

EXHIBIT 6



Steve Johnson

My name is Steve Johnson, a permanent resident at Lake Waynoka for the past 15 years. I am currently a manufacture representative for Miller Chemical & Fertilizer covering the state of Ohio. Bachelor of Science degree from Wilmington College in 1991. I have been involved in the chemical and fertilizer business for the last 25 years in Sales and Management. Past responsibilities include capital and financial budgets and working with EPA, DOT, OSHA and Ohio Dept. of Ag. I understand budgets, capital needs, maintenance, customer service and long-term profitable growth is essential for any enterprise. I am completing a term on the WPOA Board and have previously served on the WPOA Board from 2005-2012 and WRWSD Board from 2006-2011 serving as president for 2 years. With your vote, I will continue to serve our community with honesty and integrity and build on the success and prosperity of Lake Waynoka.



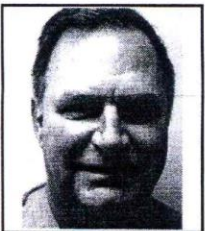
Doris Kitchen

My name is Doris Kitchen. I have been a full-time resident of this great community for over 12 years. My background includes over 20 years experience selling real estate in gated communities, 10 years as a Kroger Store Manager, and assistant manager for 4 years at a finance company. My goal for our community is to operate in an open, transparent manner, where the best interest of all property owners is the number one priority. Meetings cannot be conducted behind closed doors. All property owners have a right to be involved in major decisions that affect the future of everyone in our community. I would encourage utilizing the wealth of knowledge and professional experience of our many members for committees and advisory boards. I am fully dedicated to the betterment of our Lake Waynoka Community for all members. I would appreciate your vote.



James "Pete" Levermore

My name is Pete Levermore. From our first day as members, my wife Sue and I have been excited to be a part of Lake Waynoka. We are full-time residents and enjoy participating in lake events and activities. Also as a member of the Long Range Planning Committee, I have worked to support your visions for the future of our community. As a recently retired engineer/manager specializing in aviation services for UPS, I hope to apply my skills and experience for the benefit of all members. I learned early from my parents to be a positive, contributing community member; and I have always tried to do so in some way, such as with my sons in Boy Scouts for many years. I would appreciate your vote for me as your WPOA Trustee and offer my personal commitment to give my very best effort to represent you and your interests.



Steve Meese

My family and I have been full-time residents of Lake Waynoka since 2001. As a board-certified Obstetrician/Gynecologist, licensed to practice medicine and surgery in Ohio and Kentucky, I have served in several administrative positions and as a governing committee member for a Regional Medical Center. I served on the WPOA Board of Trustees from 2007-2010 and I am currently serving as your WPOA Board Secretary. Over the past 3 years, I am proud to have been a part of the great strides that this Board has made in improving the value of our community including: Campground electrical upgrade, front and back gate improvements, resurfacing of swimming pools, and the ongoing lake dredging project. I am respectfully requesting your vote to allow me to continue to serve and represent you as a Trustee so that we may continue to progress and assure that you have the most value for your investment.



Walter Robinson

My name is Walter Robinson and I have been a property owner at Lake Waynoka for over 9 years. I started my career as a firefighter cadet in 1961. I have several decades experience as a firefighter with Whitehall Fire, the Lebanon Fire and Rescue Team, and the Warren County Arson Task Force, where I was certified as a Firefighter, EMT Paramedic, Fire Inspector, and Arson Investigator. I am currently a firefighter with the Russellville Fire Department. I also served for over 10 years as a Mounted Deputy Sheriff in Franklin County Ohio. I served on our Board of Trustees for one term helping to promote the Ash Ridge Fire Station and the camp ground electrical system upgrade. I also coordinate functions such as our Haunted House, fishing contests, etc. I firmly believe an open, and transparent philosophy is a necessity. I pledge to support all property owners.

Election Volunteer Form

Volunteers at Table One: _____

Volunteers at Table Two: _____

Volunteers at Table Three: _____

Volunteers at Table Four:_____

Volunteers at Table Five:_____

Volunteers at Table Six: _____

Organizer: _____

Runners: _____

Final Tallys:_____

Name and Initials of Vote Counters

This image shows a blank sheet of white paper with horizontal black ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible, starting from the top margin and ending near the bottom edge. The paper appears slightly aged or off-white.

WPOA Election Bundle Cover Sheet

Batch # _____

Ballots in this Batch _____

Votes	Candidate Name
_____	Johnson, Steve
_____	Kitchen, Doris
_____	Levermore, James Peter
_____	Meese, Steve
_____	Robinson, Walter
_____	Sears, Stephen
_____	Sharp, John
_____	Von Wahlde, Stephen
_____	Woods, Michael
_____	WRITE-IN VOTES
_____	TOTAL VOTES

BATCH NUMBER: _____

WPOA Election 2016

VOTES CANDIDATE

VOTES – One slash mark per vote

____ Johnson, Steve

____ Kitchen, Doris

____ Levermore, James Peter

____ Meese, Steve

____ Robinson, Walter

____ Sears, Stephen

____ Sharp, John

____ Von Wahlde, Stephen

____ Woods, Michael

____ write-ins

____ TOTAL VOTES in batch

COUNTED BY: _____

BATCH NUMBER: _____

WPOA Election 2016

VOTES CANDIDATE

VOTES – One slash mark per vote

____ Johnson, Steve

____ Kitchen, Doris

____ Levermore, James Peter

____ Meese, Steve

____ Robinson, Walter

____ Sears, Stephen

____ Sharp, John

____ VonWahlde, Stephen

____ Woods, Michael

____ write-ins

____ TOTAL VOTES in batch

COUNTED BY: _____

20XX WPOA Board of Trustees Election Results
Master Tally Sheet

Ballot Batch	Candidates' Names									Batch Total
	No. 1	No. 2	No.3	No.4	No.5	No.6	No.7	No.8	No.9	
#										
1										0
2										0
3										0
4										0
5										0
6										0
7										0
8										0
9										0
10										0
11										0
12										0
13										0
14										0
15										0
16										0
17										0
18										0
19										0
20										0
21										0
22										0
23										0
24										0
25										0
26										0
27										0
28										0
29										0
30										0
Candidate Total	0	0	0	0	0	0	0	0	0	0
Candidate Grand Total:				0						
Batch Grand										
Total:				0						

WAYNOKA PROPERTY OWNERS ASSOCIATION

ELECTION RESULTS

DATE 11/29/2016

TOTAL NUMBER OF BALLOTS SENT TO ELIGIBLE VOTERS -
TOTAL NUMBER OF BALLOTS RECEIVED -
TOTAL NUMBER OF BALLOTS DISQUALIFIED -

ELECTED TO THE BOARD OF TRUSTEES

1.	VOTES
2.	VOTES
3.	VOTES

REMAINING CANDIDATES

4.	VOTES
5.	VOTES
6.	VOTES
7.	VOTES
8.	VOTES
9.	VOTES

WRITE-IN CANDIDATES

10.	VOTES
11.	VOTES
12.	VOTES

We, the duly appointed Inspectors of Elections, have counted the ballots for the election of Trustees, Waynoka Property Owners Association and do attest to the best of our ability that the above count is accurate.

Signed:

Inspectors of Election

WPOA BALLOT COUNTING PROCESS, 06/05/2017

