

**WAYNOKA PROPERTY OWNER'S 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; Amended, Motion #376, 04/13/2024.*

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

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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 a brief statement as to why the members should consider them as a potential trustee. Size limit of the 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 Exhibit 2)
 - 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 Election Inspectors and 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. Update Application

- a. Update application to reflect current deadlines, requirements and any other changes. (See Exhibit 3)
 - i. Provide the Network Administrator with a PDF of the application to be made available online.
 - ii. Inform the administrative office that updated applications can be printed upon request.
 - iii. Announce that applications are available at WPOA meetings and in the Newsletter.

4. 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. Announce candidates at WPOA meetings.
- c. Direct the administrative office to publish compiled candidate statements and photos in the Newsletter. (See Exhibit 5)

Nominating Committee Responsibilities (continued)

5. Prepare Ballot Mailing Inserts and Envelopes
 - a. Candidates' statements sheet with photos.
 - b. Voting Instructions (see Exhibit 4) 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). (See Exhibit 6)
 - d. Envelopes and labels provided by the administrative office:
 - i. Ballot envelope marked only with the word "BALLOT."
 - ii. Outer mailing envelopes with metered postage.
 - iii. Return envelopes.
 - iv. Mailing labels. (See C.4.-7)
6. Oversee Preparation of Ballot Envelopes for Mailing
 - a. The names and lot numbers on the master list (See C.4) 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. Into the labeled outside envelope are placed:
 - i. The labeled return envelope;
 - ii. Voter instructions letter;
 - iii. Candidate's statements and photos document;
 - iv. Ballot;
 - v. Envelope marked "BALLOT."
 - c. The outside envelope is moistened and sealed.
7. Deliver Ballot envelopes to the Post Office for mailing.
8. 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)

9. 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 available during the counting process (remain within the Subdivision).
7. Oversee handling of returned ballots by team members:
 - a. Count the number of envelopes received (potential ballots).
 - b. Arrange returned envelopes in numerical order by Lot number.
 - c. 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 (outer) envelope with the lot number.
 - iii. Open ballot envelope. 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. Bundle the qualified ballots in groups of 25; Election Inspectors provide a bundle tally sheet with a unique number and letter designation. (See Exhibit 8)
 - c. Form teams of two for counting.
 - d.

- e. 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 numbered ##A. When the bundle is completed, counters initial the tally sheet.
 - 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.i above using the tally sheet number ##B.
 - iii. Bundles are given to the Nominating Chair to verify counts. Bundles are counted until two teams record the same count, using tally sheets ##C, ##D, etc., as needed.
 - iv. When bundle counts match, the Nominating Chair fills out a Bundle Cover Sheet (Exhibit 9), and the ballots, tally sheets, and the Bundle Cover Sheet are secured together with a zip tie by the Nominating Chair.
 - v. Bundles are recorded on the Master Tally Sheet. (Exhibit 10)
 - vi. Election Inspectors witness recording and summing on the Master Tally Sheet.
 - vii. Election Inspectors prepare the Election Results Report. (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. Costs incurred for a recount will be paid by the petitioning member, unless an error, which will affect the outcome of the election, is discovered. (CODE, par. IV.7.2)
13. Ensure all Ballots, Tally Worksheets, undelivered returned envelopes, and envelopes with the lot number are stored securely for a period of time as defined in the CODE of Regulations.
14. 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.

F. Recount Procedure:

1. If a recount is requested, as allowed in section E.12, the following guidelines and procedures will be followed:
 - a. The results of the initial balloting will be released as normally done. If the request for a recount is known at the time of release, the results will be labeled as "Pending Recount." If a regular WPOA meeting occurs after the recount is requested but before the recount is done, the recount will be announced at the meeting.
 - b. All candidates potentially affected by the recount and the WPOA President will be notified.
 - c. A date and time for the recount will be determined by the Election Inspectors allowing for reservation of the Lodge, printing necessary tally sheets, and recruiting volunteers for the recount.
 - d. Using volunteers who participated in the initial count are preferred.
 - e. All Tally sheets, Bundle Cover Sheets and Results documentation will indicate "Recount."
2. Vote tally will proceed as for the initial count with the following changes:
 - a. Ballot bundle zip ties will be cut under supervision of the Election Inspectors, maintaining the ballot bundles. The initial bundle tally forms are set aside, and a tally sheet indicating "Recount" with the corresponding bundle number is placed with each bundle.
 - b. Bundles will go to a team for counting, following the process outlined in Section E.8 of the Election Procedures Manual, and then be passed by runners to a second team for a second count.
 - i. All candidate votes will be counted.
 - c. The bundle and recount tally sheets will then be inspected by the Nominating Committee Chair.
 - i. If the counts do not match, a third team will count the votes. This will repeat until there are two matching vote counts.
 - ii. When counts by two teams agree, the vote tallies will be indicated on the Recount Bundle Cover Sheet by the Nominating Chair. These Recount vote tallies are compared with vote tallies from the initial count. The bundle is zip tied with the Recount Cover Sheet.
 - iii. The counts from the bundles are then entered and summed on the Recount Master Tally Sheet.
 - d. The vote counts for all candidates are entered on the Recount Master Sheet, and the Recount Bundle Total is verified and entered.
3. Results are compared to the initial vote count.
4. The WPOA President is notified of the recount results.
5. Results are released in the normal manner.
6. All first and recount tally sheets and ballots are placed into the ballot box and held as stipulated in Section E.12.

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

EXHIBIT 1

2022 Election Timeline *PROPOSED* WPOA Board of Trustees

DATES and DEADLINES:

Saturday, August 13	Applications are available
Saturday, September 10	Board approves Election Timeline
Monday, September 26	Candidate applications must be received in office by 4 pm
Tuesday, October 11	Election materials delivered to office for newsletter
Monday, October 17	Last date for members to settle outstanding fees and dues to be eligible to vote
Tuesday, October 18	Mailing labels and lists of eligible voters printed
Thursday, October 20	Ballots mailed by this date
Thursday, November 24	Thanksgiving
Monday, November 28	Ballots must be received in office by 4 pm
Friday December 2	Ballots counted by this date

EXHIBIT 2

The Nominating Committee would like to inform you that applications are now available to fill three seats on the WPOA Board of Trustees with a three year term. Candidate applications are available online at Lakewaynoka.com under Documents then Forms. Deadline for submitting an application is September 25, 2023 at 4:00PM. Please note candidates and voters must have all dues and fees paid in order to participate in the election.

EXHIBIT 3



Homes. Camping. Fishing. Boating.

**APPLICATION FOR CANDIDACY, BOARD OF TRUSTEES
WAYNOKA PROPERTY OWNERS ASSOCIATION, INC.**

NAME: _____ LOT NO.: _____

ADDRESS: _____ CITY: _____ STATE, ZIP: _____

PHONE _____ E-MAIL _____

The undersigned herewith files an application as a candidate for election to the Board of Trustees of the Waynoka Property Owners Association, Inc. By signing this application below, I herewith certify that all information contained in this application and all attachments are true and correct to the best of my knowledge and belief.

1. All dues, assessments, water charges, sewer charges, mowing charges, and fines, if any, are paid in full as they have been currently invoiced.
2. A recent photograph is attached. (A good quality, passport type photo is preferred.)
3. In 300 words or less, answer the following questions: How long have you been a WPOA member? What are any clubs or committees with which you have been involved? What is your professional background and work experience? What are 1 or 2 community issues that are important to you and how will you work with the Board to resolve them? Are you willing to make decisions that are in the best interest of the WPOA even if it's not the popular decision?

DATE: _____ SIGNATURE OF APPLICANT: _____

INSTRUCTIONS: (Any deviations will result in application being rejected.)

- APPLICATION MUST BE ON THIS FORM
- APPLICATION MUST BE SIGNED BY THE APPLICANT
- APPLICATIONS MAY BE HAND DELIVERED OR MAILED TO:
WPOA NOMINATING COMMITTEE
1 WAYNOKA DR.
SARDINIA, OHIO 45171
- APPLICATION MUST BE RECEIVED BY THE OFFICE BY MONDAY, SEPT. 26 2022, 4 PM. NO EXCEPTIONS TO THIS DEADLINE WILL BE ALLOWED.

VERIFICATIONS: (To be completed by the Nominating Committee)

1. All dues, assessments and other debts have been paid.
2. A recent photograph and statement are attached.

Nominating Committee Chairperson

REV. 08-2022

WAYNOKA PROPERTY OWNERS ASSOCIATION, INCORPORATED
1 WAYNOKA DRIVE
SARDINIA, OHIO 45171
Phone: 937-446-3232

WPOA BOARD OF TRUSTEES
ELECTION 2022
VOTING INSTRUCTIONS

Dear Property Owner,

Accompanying this letter of instruction are:

- an official ballot
- a ballot security envelope
- a pre-addressed return envelope
- statements from candidates seeking your vote for a three year term on the WPOA Board of Trustees.

Please review the candidate statements, and mark the boxes on the ballot with your **choice of no more than three candidates**, including write-ins. Do not add other marks, comments, or erasures. Seal your completed ballot into the security envelope (marked **BALLOT**), place it into the pre-labeled 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 property owners in good standing to assure that no one votes more than once. **If the lot number is missing, the ballot will be disqualified automatically.** Add postage if mailing or drop it off at the Lake Waynoka Administration office.

Please send us a clean ballot. We want your vote to count! **Reasons for a ballot being disqualified:** No lot number on outer envelope or more than one ballot in ballot envelope (cannot determine if voter is eligible); extraneous marks, comments, cross-outs or erasures (cannot determine voter intent or cannot rule out tampering); evidence of tampering with outer envelope; voting for too many candidates; and ballots received after the deadline. If you make an error or ruin your ballot, or if something is missing from your ballot packet, contact me at 614-216-8657, or the Lake Waynoka Administration office to arrange to return your old ballot and receive a new one.

Deadline: All ballots must be received at the office by 4 p.m., Monday, November 28, 2022.

Election results will be announced at the monthly WPOA meeting in December. Elected trustees will be installed at the Annual Meeting in April.

Every vote matters! Thank you for doing your part!

Sincerely,
Nan McHugh
Nominating Committee Chair

2022 WPOA Board Candidate Statements

The candidates were asked to respond to the following: How long have you been a WPOA member? What are clubs and committees that you have been involved in? What is your professional background and work experience? What are community issues that are important to you and how will you work with the Board to resolve them?

**Rob Bynum**

I have been a property owner for 7 years and full-time resident for the past year. From the first day my family and I became property owners, we knew this was where we wanted to build our lake home. My wife passed away 2 years ago and I honored her by building her dream home. Lake Waynoka is an incredibly special place for my family and I. I will diligently represent all WPOA members as I listen to their suggestions and address any concerns they may have. As a profession, I am the General Manager at National Heating and Ventilation Air Conditioning (HVAC), a major Cincinnati based HVAC company. I manage / supervise 65 employees running all company operations. The experiences and training gained through working at National Heating and Ventilation Air Conditioning will provide the skills necessary to communicate effectively, work in collaboration with all WPOA members and lead working teams to resolve lake issues, I strongly believe Lake Waynoka should be run more like a business and firmly believe I have the skills to significantly contribute and lead the lake to a stronger and brighter future. Members of the WPOA deserve and need transparency from its board. I will be a strong advocate of that endeavor. As a homeowner, camper, and Campground Committee member, I will represent all property owners ensuring their voices are heard. It is extremely important to me to protect all properties values. As a board member, I will work diligently to protect all property owners' financial investment here at Lake Waynoka. Thank you for your consideration and I look forward to serving as one of your next Board of Trustee.

**Scott Dabe**

I have been a WPOA member for 26 years. Originally started camping at the campground in 1994 and very quickly fell in love with the area and the Lake community. As quickly as I could I moved my family to the lake and have been here ever since, no place I would rather be. I am currently not an active member of any clubs but very active in multiple activities around the lake. Poker Run, Auctions, fundraisers, Camper Crawl and for many years ran the Haunted House activities at the campground for the trick or treaters and along with several other events. My background in a general sense is General Contractor. Currently retired. I have owned my own business, worked with several companies in the past including Lake Waynoka where I worked in maintenance and the Water Plant. I have donated and worked countless hours with homeowners and campers and doing what I can to preserve the community I fell in love with. My goal as a board member will to be to do my best to preserve the Lake. The Lake, Dam, Shoreline, parks and docks preservation are the most importation to me, I want the lake to be here and be well taken care of for my grandchildren and even their grandchildren. I want them to have the opportunity to be a part of something I have known and loved for the past 28 years. The only thing I want is great things for the WPOA. Whether is the popular decision or not. I will always do what is best for the WPOA.

**Sue Eads**

My husband Scott and I will be property owners for 14 years, this October. We have watched our Lake Waynoka Community grow and change over the years. We are planning to be full time residents when we retire in the next 5-7 years and plan to put an addition on our house. We have a vested interest in the wellbeing of this community, future planning, and financial stability. My current professional role is Quality Management Systems Specialist for thyssenkrup Bilstein of America, Inc. We make shocks for specialty 4x4 and lifted vehicles, and various motorsports teams. Previously I was Quality Manager for NN Inc., for 24 years, we were a metal stamping company which supplied components for the automotive industry up to including airbag components. I have written many policies and established processes for smooth operations to include preventative measures. A large part of my role has included APQP, Advance Process Quality Planning. If you have solid systems in place, and plan ahead evaluating all associated risks, you can have successful launch of projects. I am dedicated to represent the WPOA membership with honesty and transparency. I promise to listen to the stakeholders to provide support and aim for resolution of issues where all parties feel they have been fairly represented. I would appreciate your....

Official Ballot - WPOA 2021

Clearly mark your choices in the boxes provided. Any additional or confusing markings or erasures may disqualify your ballot. If you ruin your ballot, save it and contact the office for a replacement.

WPOA BOARD OF TRUSTEES

Choose no more than 3 candidates, including write-in votes.

- James Siefert
- Vernon Taylor
- Charlie Beard
- Caitlyn Dugan
- Jim Hewes

Write-in candidate:

Official Ballot - WPOA 2021

Clearly mark your choices in the boxes provided. Any additional or confusing markings or erasures may disqualify your ballot. If you ruin your ballot, save it and contact the office for a replacement.

WPOA BOARD OF TRUSTEES

Choose no more than 3 candidates, including write-in votes.

- Caitlyn Dugan
- Jim Hewes
- James Siefert
- Vernon Taylor
- Charlie Beard

Write-in candidate:

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

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: _____

**2023 WPOA Board of Trustees Election Results
Master Tally Sheet**

Ballot Batch #	John Barton	Gary Dombroskie	Doris Kitchen	Nancy Klein	Chris Lane	Charles Miller	Joan Pettigrew	David Wagner	Nan Wales	Write In	Batch Total					
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
Candidate e Votes Total																
Candidate Votes Grand Total																Batch Grand Total



2023 WPOA BOARD OF TRUSTEES ELECTION RESULTS

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

WRITE-IN VOTES

TOTAL WRITE-IN VOTES: _____

WRITE-IN VOTES BY CANDIDATE:

We, the duly appointed Election Inspectors, have counted the ballots for the WPOA election of Board Trustees, and do attest to the best of our ability that the above count is accurate.

Election Inspectors

Date

WPOA BALLOT COUNTING PROCESS, 03-07-2024





