

Minutes of the Organizational Services Conference Call

November 17, 2016 8:00 p.m. EST

The Chair called the meeting to order at 8:00 p.m. EST. Present: Ed Koch, Chair; Ginger Mulanax, Secretary; Katherine Branch; Carolyn Griggs; BJ Palma; Linda Melzer; Barbara Smith; Lloyd Garcia; Linda Bommicino; Desiree Friedman, National Office.

1. Ed reviewed which members of the committee from whom he had received emails providing arrival time in Orlando and availability to help with Friday elections. As of 11/17, Ed had not heard from Barbara Smith, Roslyn Katz, Lefty Martin, Frances Brown, Tony Campbell, Dan Pierce, Monica Cabbler and Bill Roe. Rob Buzaitis and Wayne Roberts will not be in attendance at Orlando. Ed requested that if any member of the committee spoke or saw any of the committee members with missing information to pass on the message to provide a digital picture and schedule as soon as possible.

2. Ed reported that the following rooms would be in use for the committee and elections in Orlando:

**Areca Room** – assigned workroom for Organizational Committee business during Annual Meeting

**Grand Salon 1** – Friday election room –All committees holding elections will come to that room during their election time. The Organizational Services Election Panels will not need to move.

**Salon 1** - Saturday's Round 1 and 2 election room with the voting machines.

3. Ed reviewed the committees that will likely have contested elections Saturday: RW, Masters T&F, Associations, Club Council, Cross Country Council, and Diversity. So far, he has not heard from the three LDR committees or MUT. The Alumni Council will have an election Saturday from 2-4 and we've been asked to help. We will likely not be available to help because it would interfere with the second round election. On Friday, the Officials, Women's Track & Field, Association and AAC will for sure have contested elections that will need election panels; Men's Track & Field and Youth are not yet determined.

4. Ed reviewed the Committee's schedule of meetings at the Annual Meeting. He also reviewed the nomination, campaign speeches (chair) and credentials guidelines.

The question was asked whether the machines used for committee elections can be restricted so that a person can only for the committee(s) he/she are eligible to vote in. If the machines can not lock out non-eligible voters, we might need to go to paper ballots. Also asked was how many of the 57 associations had inputted their delegation list and Desiree answered that only 37 had completed the list so far.

5. Ed requested that Desiree add two meetings to the schedule:

12-12:50p.m. Saturday Full Committee Meeting

2-6p.m. Saturday Run-Off election

6. Ed will put together the spreadsheet of election panels and distribute to committee members by email before Thanksgiving.

**7. REMEMBER** please: 1) send email to Ed about availability for helping with panels; 2) send Desiree a digital picture. Ed provided his cell phone number for anyone who needed to contact him: 201-248-7126. He also indicated that the committee would probably not have any more conference calls before the beginning of the Annual Meeting.

Meeting adjourned at 8:30 EST.

Respectfully submitted,

Ginger Mulanax, Secretary