



**Vistoso Community Association  
Nominating & Election Committee Meeting Minutes  
December 9, 2024**

**Present:** Matt Wood, Chair; Randy Kohout, Gayle Lopez, Joan Sauer and Susan Wood

**Staff:** Barbara Daoust, General Manager; and Timothy Holt, Assistant Community Manager

- I. **Call to Order**  
Matt Wood called the meeting to order at 3:02 PM.
- II. **Adopt Agenda**  
**A motion to accept the agenda as presented was made by Matt Wood and seconded by Gayle Lopez. Motion carried unanimously.**
- III. **Approval of November 4, 2024, Minutes**  
**A motion was made by Matt Wood and seconded by Joan Sauer to approve November 4, 2024, minutes as presented. Motion passed unanimously.**
- IV. **Candidate Orientation PowerPoint**  
The committee reviewed and discussed the draft PowerPoint. Revisions will be completed by Gayle Lopez and sent to the General Manager for distribution. Final review and committee assignments will be made at the January 6<sup>th</sup> committee meeting.
- V. **Candidate Video Option**  
Matt Wood reported that funds were not allocated for this project including attorney review of the video consent form and suggested that the committee make a request for the 2026 budget for this project. The January 2025 Committee agenda will include this topic.
- VI. **Introduction of Candidates**  
The introduction of candidates will occur at the board meeting on January 30, 2025, at the General Session Board Meeting. The committee discussed developing a question for each candidate. One question offered was: "What do you bring to the board?" and have the candidate elaborate on their experiences, skill set and background.
- VII. **Next Meeting Date**  
The next meeting date is tentatively scheduled for Monday, January 6, 2024, at 3:00 PM.
- VIII. **Adjournment**  
**The meeting was adjourned at 3:47 PM.**