

# Caucus of Electors & Board Meeting Guidelines

## July 15, 2020

- Masks are encouraged and will be provided to board members. Hand sanitizer will be made easily accessible.
- The CID Caucus of Electors will begin at 2PM. If you, a property owner or appointed property representative, plan to participate in the election, please allow yourself enough time to be checked in and receive your election materials. Prior notification of attendance is encouraged, to minimize contact during the caucus.
- Board members will be provided Voter Certificates and asked to print and sign in advance to minimize contact. Upon request, voter certificates and/or Elector Designation forms will be provided to property owners, or their appointed representatives, prior to the Caucus of Electors, to minimize contact.
- To satisfy social distancing requirements, only Board Members and CID Staff will be allowed to enter the office. Election Registration will take place outside. Voting property owners may vote from outside; the election will be conducted in the doorway to ensure all can hear.
- Board members will be stationed at least 6 feet apart during the election and meeting. Board books, and additional material, will be sanitized prior to distribution to the board.
- The board meeting will be accessible via Zoom; registration is required. To Register:

<https://us02web.zoom.us/meeting/register/tZ0kcO-orT4sH9RXcG-Q-GjX1PJtRI9VZ8jk>

- During the board meeting Public Comments component, we will accept public comments made via Zoom. If you would like to make a public comment during the allotted time, we ask that you use the Raise Your Hand icon to do so via Zoom. If you know in advance that you would like to make a public comment, send an email to: [abastian@evermorecid.org](mailto:abastian@evermorecid.org) to ensure you will be provided time to do so.
- Board meeting attendees, who choose to attend in person, will be able to congregate outside, where we encourage maintaining 6 feet apart.
- Both CID doors will remain open, to enhance air flow. During the Public Comment component of the board meeting, there will be a microphone available for any member of the public who chooses to voice comments in the doorway. The use of Gloves while handling the microphone is strongly encouraged.