

# ELECTION & APPOINTMENT INFORMATION IS SENT OUT BY EMAIL IN FEBRUARY OF EACH YEAR.

**READ ALL THE INFORMATION.** 

# Director Appointment



EVERY DISTRICT HAS AN APPOINTED POSITION THAT EXPIRES EACH YEAR, AGAIN, NO EXCEPTIONS



REAPPOINTED DIRECTORS
MUST ATTEND 75% OF
MEETINGS DURING THEIR
MOST RECENT TERM TO BE
ELIGIBLE



YOU MUST CONTACT THE ELECTION BOARD TO VERIFY THEY ARE REGISTERED WITHIN THE BOUNDARIES OF THE DISTRICT

# Meeting Attendance Count

- For purposes of reappointments, only regular meetings are counted
- Don't include:
  - Cancelled meetings
  - Special meetings
  - Emergency meetings
- **Do** include:
  - No Quorum regular meetings



# Meeting Attendance Count

Meeting Date	Attendance/Status	Meeting Date	Attendance/Status	Meeting Date	Attendance/Status
01/04/2019	J	01/06/2020	S	01/04/2021	No Quorum; S
02/11/2019	J	02/03/2020	S	02/01/2021	J 🔸
03/04/2019	J	03/02/2020	S, J	03/01/2021	S, J
04/01/2019	J	04/06/2020	S, J	04/05/2021	
05/06/2019	No Quorum; J	05/04/2020	S, J	05/03/2021	
06/04/2019		06/01/2020	Cancelled	06/07/2021	
07/01/2019	J	07/06/2020	S, J	07/01/2021	
08/01/2019	J	08/03/2020	S	08/02/2021	
09/09/2019	J	09/01/2020	J	09/01/2021	
10/07/2019		10/05/2020	S, J	10/04/2021	
11/04/2019	S	11/02/2020	S	11/01/2021	
12/02/2019	S, J	12/07/2020	Cancelled	12/06/2021	

• Jerome's count is 11 of 18 or 61%

Shanon's count is 13 of 15 or 86%

## Director Election



EVERY DISTRICT HAS AN ELECTED POSITION THAT EXPIRES EACH YEAR, AGAIN, NO EXCEPTIONS



ELECTION PROCESS BEGINS IN MARCH; DIRECTOR ELECTIONS ARE HELD THE FIRST TUESDAY IN JUNE



YOU MUST CONTACT THE
ELECTION BOARD TO VERIFY
CANDIDATES ARE REGISTERED
WITHIN THE BOUNDARIES OF THE
DISTRICT

## March & April Each Year

- March Board Meeting
  - Set publication dates for the Notice of Filing Period
    - Must be published twice with a seven-day interval
- April
  - Verify the Notice of Filing Period is run as required
  - Provide Proof of Publication from all newspapers to OCC
  - April Board Meeting, consider taking action on:
    - Polling locations
    - Election Committee members
    - Publication of Notice of Election



# May

- Filing Period!
  - First two weeks of May
  - Candidacy forms must be made available to public
  - Incumbent director must file if they wish to serve again
  - If two people file, immediately notify OCC and begin preparations for an election if you haven't already:
    - Schedule a special meeting ASAP
      - Set polling location(s)
      - Select election committee
      - Set publication dates of Notice of Election
    - Contact OCC with any questions



### Notice of Election

- Must be published twice with a seven-day interval
- Last publication date must be at least5 days prior to election day
- Proof of publication from all newspapers must be emailed to OCC

\*5 days prior to election day is the final day for candidates to withdraw



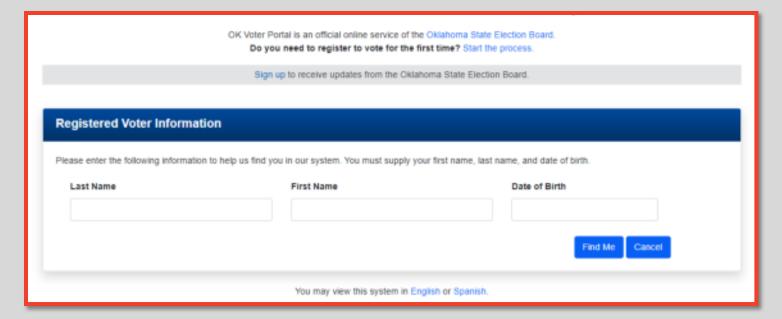
### June

#### • ELECTION DAY!

- Always the first Tuesday of June
- Elections are held independent of the district
  - District personnel and board involvement should be limited
- OCC will certify results as reported by the election committee and contact the District and Candidates
- Election winner will begin serving their 3-year term on July 1
  - Each board has 3 elected positions



### Oklahoma Voter Portal



- Verify voter registration online at: okvoterportal.okelections.us
- Must provide name and birthdate as the individual is registered

 If search is successful, you will see something similar to this, along with a variety of other information

> Welcome, JANE SMITH, to the Okla In TEXAS COUNTY

 If search is <u>not</u> successful, you will see this and will need to verify the information provided and possibly call the election board:

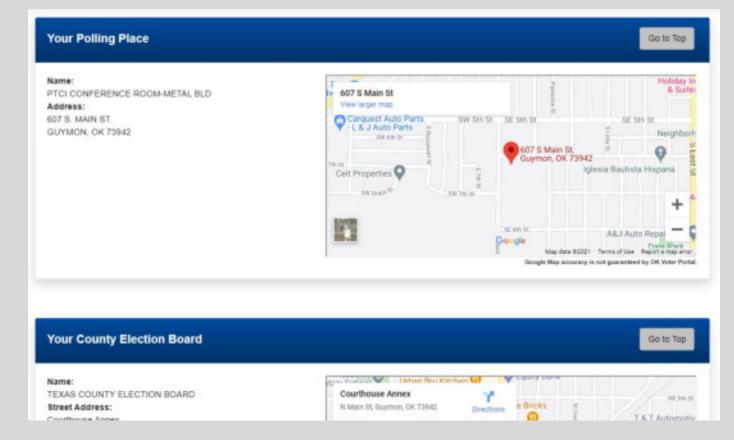
We are unable to match you in our system based on the information you provided contact your County Election Board.

#### You may

- Try Again
- Contact your County Election Board

### Oklahoma Voter Portal

 If your district boundaries are not on county lines, you may have to do some additional verification to be sure the person is registered within the district's boundaries



# Board Member Resignations

- If a board member resigns
  - Obtain a written resignation from the individual
  - Email a copy of the resignation to OCC so records can be updated
  - Begin the process of recruiting and recommending an individual for appointment to complete the term
    - For vacant positions with unexpired terms, appointments will be made by the OCC
       Commissioners whether the position is elected or appointed
      - An appointment to complete an unexpired elected term does <u>not</u> convert that position to an appointed one – it remains an elected position

### ELECTION EXPENSES

All election expenses are reimbursable with no effect on your allocation, but you must:

- Claim the expenses on a separate claim
- Use code 93 Director Election Expense
- This <u>DOES</u> include Notice of Filing Period publishing expenses

If you include election expenses on your regular reimbursement claim, they will be reimbursed from your operating expense allocation.

