

Wilshire Center-Koreatown Neighborhood Council

Election Procedures

I. INTRODUCTION

In preparation for the first election of the governing board of the Wilshire Center-Koreatown Neighborhood Council (WCKNC), the Interim Board of WCKNC will serve as the interim Rules and Elections Committee for the purposes of establishing Election Procedures in accordance with the Bylaws, Article VIII.

The election procedures have been drafted to ensure an open election process and outreach to the broadest array of stakeholders and to encourage active participation in the Council. These election procedures provide a general framework for the Election. The Interim Board, acting as the interim Rules and Elections Committee, has undertaken the task of guiding the WCKNC through the election process, with the assistance of the Department of Neighborhood Empowerment (DONE) and an election administrator, the League of Women Voters (LWV), selected by the Interim Board. DONE and LOWV will oversee the election process as it is implemented.

LWV, as the election administrator selected by the Interim Board and approved by DONE to assist with the election process, shall be responsible for overseeing the administration of the election process, the facilitation of any candidates' forums, candidate verification, training volunteers, monitoring the election process on Election Day, tallying votes, recounting votes if necessary, verifying elections results, and resolving disputes and challenges.

II. ELECTION AND VOTING PROCEDURES

A. Board Composition

1. The Board of Directors of WCKNC consists of 35 seats as described in the Bylaws, Article VII Board of Directors:
 - a) Twelve seats for community residents (2 to 3 from each Sub-District)
 - b) Nine seats for businesses/commercial entities/business associations.
 - c) Nine seats for organizations (qualified nonprofit organizations)
 - d) Two seats for youth representation (16 to 17 years old)
 - e) Three seats for at-large representation

2. Stakeholder category definitions as per the WCKNC Bylaws Article III, Section C are as follows:
 - a) Business: Anyone who owns or works for a commercial or for-profit enterprise (e.g. small business, large business, entrepreneur, commercial property owner) or any association whose purpose is to represent business interests within and with a mailing address within the boundaries of WCKNC.
 - b) Organization: A nonprofit organization, school/parent group, social service agency, arts/cultural group, youth program, senior program, health care provider, environmental group, community group, or political group operating within and with a mailing address within the boundaries of WCKNC.
 - c) Resident: Anyone or any association whose purpose is to represent residents' interests residing within the boundaries of WCKNC.
 - d) At-Large: Any stakeholder may run for the at-large seats.
 - e) Youth: A stakeholder who is 16 or 17 at election time *and* lives or works within the boundaries of WCKNC
 3. A map showing the five districts of WCKNC will be provided in the election announcements distributed to stakeholders and displayed at the Candidate workshops, forum, and at the election site.
 4. No single community stakeholder group shall comprise the majority of the WCKNC Board, unless extenuating circumstances are warranted and approved by DONE.
- B. Election Day
The first election of WCKNC shall be held on **Saturday, December 4, 2004**.
The polls shall be open for a period of 5 hours from **1:00pm until 6:00pm**.
Voting will cease promptly at 6:00 pm, and persons signed in at 6:00pm will be allowed to complete the voting process.
- C. Election Site
For the first election, polling shall take place at Great Vision Church, 433 S. Normandie Ave., Los Angeles, CA 90020
- D. Voting Process
1. The League of Women Voters will administer the election process with the assistance of DONE staff and the WCKNC interim Rules and Election Committee volunteers.
 2. Stakeholders will register to vote as described in these election procedures under Section C – Stakeholder Registration and Verification Process. Once

registered, stakeholders will be given the appropriate ballot for the election of the 35-member Board of Directors. Stakeholders may vote for the following positions:

- 12 seats for district-specific residents from the five neighborhood council districts as follows:
 - 2 seats for District 1
 - 3 seats for District 2
 - 3 seats for District 3
 - 2 seats for District 4
 - 2 seats for District 5
 - 9 seats for at-large businesses/commercial entities/business associations
 - 9 seats for at-large organizations (qualified nonprofit organizations)
 - 2 seats for at-large youth representation
 - 3 seats for at-large general representation
3. Stakeholders wishing to vote will be able to register as voters only at the election site on the day of the election
 4. Any WCKNC stakeholder within the boundaries and 16+ years old at the time of election may complete a Voter Registration Form to register in order to vote. Forms will require stakeholders to affirm that all information being provided is correct under “*penalty of perjury.*”
 5. Stakeholders registered to vote may vote for all candidates in the at-large board positions and for their respective district candidates in the district residential representative positions, i.e. voters from District 3 may only vote for candidates running for the residential representative positions in District 3.
 6. No candidate nominations shall be accepted on the day of the election. No write-in candidates will be accepted.
 7. No proxy votes shall be allowed.
 8. No campaigning will be allowed on Election Day, except as determined in these election procedures under Section F - Campaigning for the Election. Candidates shall not appear at the election site during polling hours for purpose of campaigning and/or lobbying.
- E. Ballots:
1. Ballots will be formatted by category, according to the composition of the Board. They will indicate how many votes may be cast in each category. Ballots will be pre-printed with the names of candidates who submitted

Candidate Registration Forms by the deadline of Tuesday, November 23rd at 5pm.

2. Ballots will be made available in English, Spanish, and Korean.
3. All ballots will be sequentially numbered to avoid duplicate votes. Prior to the beginning of voting at the election site, the LOWV election administrator official will review the blank ballots to verify the accuracy of the numbering system and will assume responsibility for the security of the ballots from this point until such time as the election challenge period has ended.
4. WCKNC will provide sample ballots, which indicate the correct manner in which to cast a vote to avoid confusion during the counting process. During the counting process, if a voter's intent cannot be determined for any seat, only that vote will be disqualified, not the entire ballot.
5. Similarly, if a voter casts more votes in any category than there are seats available in that category, no votes will be counted in that category. The LOWV election administrator official will be solely responsible for making these determinations.
6. Any stakeholder may request a replacement ballot (for example, to correct a miss-vote) up to two times. The original ballot must be surrendered to the designated election official and exchanged for a new ballot. The election official making the exchange will indicate the number of the new replacement ballot on the marked spoiled ballot. Spoiled ballots will be held until the end of voting and given to the LOWV official along with any ballots not issued.
7. After marking her or his ballot, the stakeholder will place the ballot in a secured ballot box under the control of a designated election official.

F. Counting The Ballots and Votes

1. Ten minutes prior to closing the polls, the LOWV election administrator official shall declare in a loud and distinct voice that the polls will be closed in ten minutes. When the ten minutes have elapsed, the election administrator official shall declare in a loud and distinct voice that the ballot boxes are closed. After that proclamation, doors will be closed. No ballots shall be received further into the ballot box, except for the ballots of those voters who are at the election site and are in the process of registering or voting at the time the elections are announced as closed. Once these ballots have all been placed in the ballot box, the election administrator official will announce aloud that voting has ended and the election is closed. No more ballots will be accepted into the ballot box. Doors will then be reopened.

2. All ballots will be secured by the election administrator official at the close of the election, including completed (cast), unissued and spoiled ballots. Based on the number of ballots cast, the election administrator official will be solely responsible for determining whether the votes should be counted that night or the following day. If counting is postponed to the following day, the time and place at which ballots will be counted will be announced aloud in the room and reasonable accommodations will be made to allow interested stakeholders the opportunity to witness the counting of the ballots.
3. Prior to beginning to count votes, the election administrator official will reconcile all numbered ballots. Any ballots received with duplicated or altered sequential numbers will not be counted. Reasonable effort will be made to account for all numbered ballots, voted and not issued. A note will be made of any missing ballots. The election administrator official shall tally the votes and record the results.
4. The candidates receiving the most votes shall be declared the winners. In the case of any deciding tie, votes will be recounted. Upon confirmation of a tie, the tie will be broken by the toss of a two-sided coin, flipped by a representative of the election administrator. There will be no runoff elections.
5. The election administrator official with the assistance from the Rules and Elections Committee and volunteers will tabulate the votes, certify the winners of the election, and announce the provisional results to the stakeholders present.

G. Provisional Results

1. After counting all votes and ballots the day of election or the following day, as determined by the election administrator official, provisional election results will be announced and posted at the official posting locations no later than Wednesday, December 8th, 5pm.
2. The provisional results shall remain provisional until the period for claiming challenges to the election ends on Wednesday, December 15th, 5pm, or the election administrator resolves official challenges claimed.
3. The provisional results of the election will be posted at all public notification sites as well as in a press release to area media. In addition, the information shall be disseminated to candidates, the Interim Board of Directors, and the Rules and Elections Committee members so that they may respond to inquiries.

4. Official Neighborhood Council posting locations:
 - a) Cahuenga Library – 220 S. Hobart Blvd.
 - b) Oriental Mission Church – 424 N. Western Ave.
 - c) Seoul International Park/Ardmore Rec. Center – 3250 San Marino St.
 - d) Pio-Pico/Koreatown Library – 694 S. Oxford Ave.
 - e) Oakwood Station Post Office – 265 S. Western Ave.

H. Election Challenges

1. Any interested person may challenge any proceeding, act or omission which may be material to the election, by written notice to the election administrator, the League of Women Voters at 3250 Wilshire Blvd., Suite 100, Los Angeles, CA 90010, ATTN: WCKNC Election, no later than the deadline of Wednesday, December 15th, 2004, 5pm.
2. The League shall have the ultimate authority to interpret these Election Procedures and to resolve any disputes and challenges until the closure of the polls on election day.
3. If the need for a final arbiter arises after the polls close, the Human Relations Commission of the City of Los Angeles will act as the final arbiter.

I. Post Election

1. Following the announcement of the election results, the Rules and Election Committee will prepare a report of the election to DONE, the Interim Board, and to the incoming elected Board.
2. The Interim Board will schedule the first meeting of the new Elected Board within 30 days after the election challenge period is over with DONE guidance.
3. Sometime between 30 and 60 days following the election, and as guided by the City Attorney, the WCKNC Board of Directors will consider the need to further retain in storage any election-related materials that have not already been destroyed by the League. If no compelling need is found, these materials will be destroyed.

III. STAKEHOLDER REGISTRATION AND VERIFICATION PROCESS

A. WCKNC Stakeholder Definition

A Stakeholder is an individual who lives, works, owns property or conducts business within the WCKNC boundaries, including both sides of any boundary street. In addition, a Stakeholder **also includes** a designated representative from the following entities with a physical address within the boundaries of WCKNC: education institutions, religious institutions, community organizations, business

ownership, nonprofit organizations, block clubs, neighborhood associations, business associations, apartment associations, resident associations, school/parent groups, faith-based groups, senior groups, youth groups, chambers of commerce, business improvement districts, arts associations, political action groups, service organizations, park advisory boards, boys and girls clubs, cultural groups, environmental groups, neighborhood watch groups, police advisory board groups, fraternal societies, military/veterans organizations, and/or redevelopment action boards. “Designated representative” shall be the individual who is elected or appointed by a community organization to represent said constituencies to WCKNC.

B. Voter Registration Process

1. Stakeholders wishing to vote will be able to register as voters only at the election site on the day of the election during polling hours of 1pm to 6pm.
2. Any WCKNC stakeholder within the boundaries and 16+ years old at the time of election is eligible to vote.
3. Stakeholders who wish to vote will be required to complete a Voter Registration Form to provide information, such as name, stakeholder address, contact information, and stakeholder status, confirming eligibility for voting.
4. The Voter Registration Form shall include a line that requires the stakeholder submitting the forms to confirm that all information is true and correct under **“penalty of perjury.”**
5. As eligibility to vote will be determined by self-affirmation under *“penalty of perjury”*, review of stakeholder verification information will be administered only in the event of a challenge to a stakeholder’s status.
6. A wide variety of documents may serve as proof to verify stakeholder status. In general, such documents should include at least the following items of information:
 - a) The stakeholder's name.
 - b) The address cited on the registration form as the address at which the stakeholder holds a stake in the WCKNC.
 - c) Either an issuance date that is within the past 6 months or an expiration date that is after the date of registration.
 - d) Information that could be used to contact the issuer of the document to verify its authenticity.
7. Photocopies of the above mentioned verification documents are acceptable. Many other types of proof may be deemed acceptable by the WCKNC at the time of registration.

8. Documents proving stakeholder status will normally be returned to the registrants:
 - a) When a stakeholder presents such a document in person, the document will be returned immediately after presentation.
 - b) Stakeholders who present proof of stakeholder status by mail and enclose a stamped, self-addressed envelope will have their proof documents returned by return mail.
 - c) Stakeholders who present proof of stakeholder status by mail but do not enclose a stamped, self-addressed envelope may contact the WCKNC Rules and Election Committee to make arrangements to pick up their proof documents in person.
 - d) Proof documents that have not yet been returned to stakeholders will be retained by the WCKNC Rules and Election Committee, attached to stakeholders' signed registration forms.

IV. CANDIDATES

A. Nominating Procedures

1. Stakeholders wishing to declare their candidacy for the Board must meet the qualifications of members of the Board and must complete and submit a Candidate Registration Form to the League of Women Voters – Attn: Wilshire Center-Koreatown Neighborhood Council Election in person, by mail or by fax (address and fax number to be included on the form).
2. Members of the Board must be at least sixteen (16) years of age and be stakeholders within the WCKNC boundaries.
3. Stakeholders who wish to file as candidates will be required to complete a Candidate Registration Form to provide information, such as name, stakeholder address, contact information, stakeholder status, and seat for which they wish to be candidates, confirming eligibility for candidacy.
4. The Candidate Registration Form shall include a line that requires the stakeholder submitting the form to confirm that all information is true and correct under “*penalty of perjury.*”
5. Upon receipt of the Candidate Registration forms, the election administrator with the assistance of the Rules and Elections Committee volunteers shall verify the forms to check that the candidate stakeholder address listed falls within the WCKNC general boundaries and respective district. The forms shall also be reviewed for completeness (e.g., the district in which the stakeholder belongs is correctly marked, the candidate has clearly marked the seat for which he/she is running, the form is signed and contact information has been given). If necessary, the election administrator or committee

volunteers will contact candidates to clarify information provided on the forms.

6. Stakeholders may begin registering as candidates starting Tuesday, October 5, 2004 by completing and submitting a Candidate Registration Form as indicated on the form.
7. In addition to the Candidate Registration Form, candidates must also submit a Candidate Statement. Both the Candidate Registration Form and Candidate Statement must be no later than Tuesday, November 23, 2004, 5:00pm as indicated on the form. No deadline extension will be provided to submit either the registration form or Candidate Statement. Stakeholders who have not submitted both of these documents by the deadline will be ineligible to run as candidates.
8. The Candidate Statement must be no more than 100 words submitted in English. Candidates are responsible for translation of the Statement into any other language they wish to have it translated into. Any statement over 100 words will be stopped at the 100th words. No pictures will be allowed.
9. All candidate statements will be posted at the election site on the day of the election.
10. Each candidate will indicate which seat he or she is seeking election for and confirm under “*penalty of perjury*” that she or he is a qualified stakeholder in WCKNC.
 - a) As eligibility to become a candidate will be determined by self-affirmation under “penalty of perjury”, review of stakeholder verification information will be administered only in the event of a challenge to a candidate’s stakeholder status.
 - b) Please refer to Section C, II, parts e to i above for details of rules and procedures for verification information that must be provided in the event of a challenge to candidate status.
11. Each candidate may only run for one seat on the Board. For example a Stakeholder who is a homeowner in District 1 and an employee of a business in District 2 is qualified to run as a resident representative of District 1 or an at-large business representative; however, this Stakeholder must declare for which seat she or he is running and may only run for one seat.
12. In the event there is an vacant seat after the initial election, the elected Board of Directors shall fill the seat in the following manner, as described in the Bylaws, Article VII:

- a) Any stakeholder(s) interested in filling a vacant seat on the Board shall submit a written application(s) to the Secretary.
- b) The Secretary shall then ensure that the matter is placed on the agenda for the next regular meeting of the Board.
- c) If only one stakeholder has made application for a vacant seat, then a vote of the Board shall be taken and the applicant installed by majority vote of the Board. If more than one stakeholder has applied for an empty seat, then an open and fair vote shall be taken at the next regular meeting by all stakeholders present or at a special election. The vote shall be presided over by the Board and shall include one vote per stakeholder.
- d) When a vacant seat is filled by the aforementioned process, that seat shall be filled only until the next general election is held to fill all seats on the Board. In no event shall a vacant seat be filled where the election to fill all seats on the Board is scheduled to be held with 120 days from the date the applicant (stakeholder proposing to fill the vacancy) tenders a written application to the Secretary.

13. Members of WCKNC Interim Board and Rules and Elections Committee are encouraged to become candidates for the Board. However, anyone who becomes a candidate by filing a Candidate Registration Form is precluded from certain election activities such as candidate verification, voter/candidate check-in, or any activity relating to the voting process such as distribution of ballots, counting of ballots, etc.

14. No candidate nominations shall be accepted on the day of the election. No write-in candidates will be accepted in this election.

B. Terms

1. As defined in the Bylaws, Article VII, Section F, except for the initially elected board in which 17 Board members have terms which expire January 7, 2006, members of the Board shall serve for two-year terms. Those elected for the next full term of two years will begin service on January 8, 2006 and conclude on January 7, 2008.
2. After the first election, 17 Board Directors shall be elected in odd numbered years (for example, the 17 who serve from January 8, 2005 through January 7, 2006 may stand for the election held in 2005) and 18 Directors in even numbered years.
3. Those Directors elected to one-year terms in the initial election shall be eligible for a two-year term upon completing the first term.

4. No person may serve more than three consecutive two-year terms in any office or as a Director of the WCKNC Board of Directors. The first one-year term that initiates the staggered terms of service will not be counted as part of the three consecutive terms totaling six years.
 5. As indicated in the Bylaws, Article VIII, WCKNC's staggering system for elections shall be as follows:
 - a) From each District with 3 seats, the two candidates with the largest number of votes shall serve two years and the candidate with the third largest number of votes shall serve one year.
 - b) From each District with two seats, one candidate with the largest number of votes shall serve two years and the candidate with the second largest number of votes shall serve one year.
 - c) In the initial election for Directors representing businesses/commercial entities/business associations, the following shall apply:
 - i. Five candidates with the largest number of votes shall serve two years, and the four candidates with the 6th through 9th largest number of votes shall serve one year.
 - d) In the initial election for Directors representing nonprofit organizations, the following shall apply:
 - i. Five candidates with the largest number of votes shall serve two years, and the four candidates with the 6th through 9th largest number of votes shall serve one year.
 - e) In the initial election for Directors representing youth, the following shall apply:
 - i. The candidate with the largest number of votes shall serve two years and the candidate with the second largest number of votes shall serve one year.
 - f) In the initial election for Directors representing at-large members, the following shall apply:
 - i. Three candidates with the largest number of votes shall serve one year.
- C. Candidate Qualifications
1. All candidates must indicate in writing, by completing and submitting a Candidate Registration Form, a willingness to serve their designated term and accept responsibilities of the seat for which they are nominated.
 2. All candidates must be willing to abide by the City of Los Angeles Conflict of Interest Code, California Brown Act, and other local, state, and Federal laws that impact WCKNC.

3. Candidates for WCKNC's Board of Directors must qualify as a Voting Member of the Council in accordance to the Bylaws
 4. Candidates for a residential District must qualify for WCKNC voting membership within the geographic District of WCKNC for which they wish to represent in accordance to the Bylaws. Candidates must be a qualified stakeholder as defined by the Bylaws and must maintain their qualifications within the selected category
 5. Candidates can only run for and be elected to one office at a time
- D. Candidates' Workshop:
Two Candidates' Workshop will be held to provide stakeholders interested in being candidates with an overview of the purpose of the neighborhood council, as well as to learn about the general responsibilities and obligations of Board members. Candidate Registration Forms will be available at the Candidates' Workshop.
- Saturday, October 23, 2004 at Pio-Pico Branch Library, 694 S. Oxford Street, 11:30am to 1:00pm
 - Wednesday, November 3, 2004 at Pio-Pico Branch Library, 694 S. Oxford Street, 6:00pm to 7:30pm
- E. Candidates' Forum:
A Candidates' Forum will be held on Election Day provide stakeholders with an opportunity to hear from the candidates in person before voting begins. Each candidate will have the opportunity to present his/her platform and field questions from the stakeholders present. LOWV, as the election administrator, will act as the moderator for the forum and be given discretion for conducting the forum.
- Saturday, December 4, 2004 at Great Vision Church, 433 S. Normandie Ave., Los Angeles, CA 90020, 10:00am to 12:30pm

V. OUTREACH TO THE STAKEHOLDERS

A. General Outreach

1. The Rules and Elections Committee will prepare an initial election announcement to be used to publicly announce the formation of WCKNC and the Board election process. The announcement will be distributed at least 45 days before the day of election and include introductory information regarding the WCKNC and the election policies and procedures, election event dates, deadlines, and times, candidate registration form, descriptions of stakeholder status and Board seat available for candidates, and a map of the WCKNC general and district boundaries.

2. A second announcement will provide a reminder of the election date, time, and location. The second distribution will be made available at least 10 days before Election Day.
3. The election announcement and reminder postcard will be prepared in English and translated into Spanish and Korean.
4. Posters and flyers will be prepared by the Rules and Elections Committee, printed and translated by DONE to conduct further outreach at key visible locations throughout the WCKNC area, including WCKNC's public posting locations. Committee members will also be responsible for obtaining newspaper and other public outreach, including presentations to community organizations, schools, or other stakeholder groups, etc.
5. The posting locations of the WCKNC include:
 - ▶ Cahuenga Library – 220 S. Hobart Blvd.
 - ▶ Oriental Mission Church – 424 N. Western Ave.
 - ▶ Seoul International Park/Ardmore Rec. Center – 3250 San Marino St.
 - ▶ Pio-Pico/Koreatown Library – 694 S. Oxford Ave.
 - ▶ Oakwood Station Post Office – 265 S. Western Ave.

VI. CAMPAIGNING FOR THE ELECTION

A. General Rules

1. Candidates are discouraged from engaging in, or condoning, any type of character defamation (i.e., mud slinging), factual inaccuracies, assault, or attack of any other Candidate or Stakeholder.
2. Candidates may not use the WCKNC logo or City Seal on any campaign materials they produce. Persons violating this requirement will be asked to remove the WCKNC logo and/or City Seal from their materials.
3. On the scheduled day of the Election, there shall be no campaigning within 100 feet of the Election site. Persons violating this requirement will be asked to leave the Election site/area.
4. There can be no posted candidate signage (flyers, for example) within 100 feet of the Election site on the day of the Election. Signage posted in violation of this requirement will be removed except for candidate's statements that will be posted at the election site on the day of elections by Rules and Elections Committee with the approval of the Third Party.
5. No audio equipment may be used by the candidate to project candidate information over a loudspeaker in or 100 feet around the Election site on the day of the Election. Persons violating this requirement will be asked to leave the Election site/area.
6. Other than casting a personal vote, no candidate may loiter within 100 feet of the Election site. Persons violating this requirement will be asked to leave the Election site/area.

7. Other than casting a personal vote, no Stakeholder who is not working as a volunteer may loiter within 100 feet of the Election site. Persons violating this requirement will be asked to leave the Election site/area.
8. A Candidates' Forum will be held on the day of the election to provide stakeholders with an opportunity to hear from the candidates before voting. Each candidate will have the opportunity to present his/her platform and field questions from the stakeholders present. LOWV, as the election administrator, will act as the moderator for the forum and be given discretion for conducting the forum.
 - ▶ Saturday, December 4, 2004 at Great Vision Church, 433 S. Normandie Ave., Los Angeles, CA 90020, 10:30am to 12:30pm

VII. ELECTION COMMITTEE

A. Committee Composition

1. For the first election, the Interim Board of Directors of WCKNC will serve as the interim Rules and Elections Committee (Election Committee).
2. Interim Board and Rules and Elections Committee members may run as candidates for the initial election and still participate in the planning and implementation of the initial election under certain restrictions, including not being able to administer nominations and Candidate Registration forms, verification of candidates, and the distribution and counting of ballots, etc.
3. Membership in the Election Committee shall be open to all WCKNC stakeholders.
4. This Interim Rules and Election Committee will cease to exist after the initial election.

B. Tasks and Responsibilities

1. The Elections Committee's tasks and responsibilities shall be undertaken under the guidance and with the approval of the Interim Board of Directors.
2. The Elections Committee shall register stakeholders and establish rules procedures for the initial election in accordance with the Bylaws and DONE guidelines, upon DONE's approval.
3. Oversee and delegate, as necessary, notification and outreach to the community in coordination with the Interim Board of Directors for the first election.

4. Contact and coordinate third party administration for the official proceedings of the election in coordination with DONE and Interim Board of Directors for the first election.
5. Create subcommittees as required to accomplish its tasks responsibilities.

C. Contact Information

WCKNC Election
c/o League of Women Voters
3250 Wilshire Blvd., Suite 1005
Los Angeles, CA 90010-1512
For more information:
Web site: www.wilshirecenter.com/wcknc

VIII.ELECTION TIMELINE

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| October 5, 2004 | Candidate registration form posted on web site; email announcements sent to WCKNC lists and previous candidates; news release submitted to local print and electronic media |
| October 5 to November 23, 2004 | Candidate registration period open |
| October 15, 2004 | Election announcement delivered for distribution |
| October 23, 2004 | 1 st Candidates' Workshops at Pio-Pico Branch Library, 11:30am |
| November 3, 2004 | 2 nd Candidates' Workshops at Pio-Pico Branch Library, 6:00pm |
| November 15, 2004 | Election reminder postcard delivered for distribution |
| November 23, 2004 | Last day to receive candidate registration forms and candidate statements, 5pm |
| December 4, 2004 | Candidates' Forum at Great Vision Church, 10:00am |
| December 4, 2004 | Election Day at Great Vision Church, 1pm to 6pm |
| December 8, 2004 | Election results posted |
| December 15, 2004 | Close of challenge period |
| January 8, 2005 | First meeting of the elected WCKNC Board |