

Sunflower Community Association
Fall, 2024 Election Committee Timeline

Activity	Date	Time/Location
Election Committee Meetings	Second Monday of every month	2:30 pm Conference Room
Candidates discussion panel by current board members	June 29, 2024, Saturday	9:00-10:00 am/Fiesta Room
Opening of Election Process	July 1, 2024, Monday	Announcements in Communicator, the web site, and Sun Catcher
Application Deadline* If extended by the Board	August 2, 2024, Friday August 12, 2024, Monday	
Mail Meet the Candidates Letters to the candidates*++	September 6, 2024, Friday or before	Committee
Set out the question box*++	September 6, 2024, Friday or before	9:00 am inside front door and submit electronically to Monica Martinez
Ballot packet review+	September 13, 2024, Friday	9:00 - 10:30 am Conference Room
Special Edition Sun Catcher w/Candidate Bios *++	September 20, 2024, Friday or before	5:00 pm - Asst. Manager
Deadline for Candidate Questions/sessions 1 & 2	September 23, 2024, Monday	5:00 pm remove box from credenza
Selection of questions by the Committee (Executive Session) *++	September 24, 2024, Tuesday	1:00 pm Conference Room
Meet the Candidates Session #1	September 28, 2024, Saturday	Fiesta Room 9:00 - 10:30 am ZOOM
Meet the Candidates Session #2	September 30, 2024, Monday	Fiesta Room 6:30 - 8:00 pm ZOOM
Electronic voting e-mail sent by AAM	September 30, 2024, Monday	11:00 am or before. Link to electronic ballot w/instructions
Mail paper ballot, two envelopes, instructions on return of ballot	October 1, 2024, Tuesday	9:00 am Conference Room-to all homeowner's w/o email addresses
Mail invite to annual meeting (post card) w/ Voting instructions*	October 3, 2024, Thursday	C. Chair & Manager
Set out the ballot box *	October 3, 2024, Thursday	11:00 am inside front door box w/lock
Paper ballot & 2 envelopes available at voting table+	October 7, 2024, Monday October 19, 2024, Saturday	5:00 - 7:00 pm 8:00 - 10:00 am
Postmark deadline for returned mailed ballots	October 30, 2024, Wednesday	Mailed ballots collected by Election Committee +
Electronic & paper ballot voting closes	November 4, 2024, Monday	5:00 pm. Hand delivered ballots collected in locked ballot box +
Election Committee Ballot Count	November 5, 2024, Tuesday	9:00 am to completion Conference Room
Election Committee/Voting Table	November 6, 2024, Wednesday	5:15 – 5:45 pm Lobby
Annual Meeting	November 6, 2024, Wednesday	6:00 - 8:00 pm Fiesta Room & ZOOM
Management Responsibility*	Election Committee Responsibility+	*++Management/C. Chair