

**Commonwealth Council on Aging
Nominating Committee**

Nominating Committee

**Friday, February 24, 2023
12:30 pm – 2:00 pm**

MINUTES

Members Present:, Jo-Ann Chase, Carla Hesseltine, Debbie Preston, Roland Winston, Beverley Soble, Ex-Officio

Members Absent: Harvey Chambers

Staff Present: Charlotte Arbogast, Cecily Slasor

Welcome and Introductions

Charlotte Arbogast, Staff

Charlotte Arbogast welcomed members.

Adopt Proposed Agenda

Proposed Action: Adopt Agenda

There were no changes to the agenda. The agenda was adopted as presented by consensus.

Approve Previous Meeting Minutes

Proposed Action: Approve Draft Minutes from March 24, 2021

The draft March 24, 2021 meeting minutes were approved with no changes by consensus.

Review Committee Chair Role

Charlotte Arbogast

The Chair of the committee will present the slate at the next full council meeting on April 19. Mrs. Chase asked about clarification of the Chair nominating themselves for Chair or Vice Chair of the committee. Staff indicated that members could serve on the Nominating Committee and be considered for the officer slate.

Select Nomination Committee Chair

Proposed Action: Elect Chair

Staff provided background on the expectations and responsibilities of the Nominating Committee Chair. Carla Hesseltine nominated Roland Winston to be Chair of the Nominating Committee. Jo-Ann Chase seconded the motion. Mr. Winston accepted the nomination. Hearing no other nominations, a vote was held. Roland Winston was elected unanimously.

Public Comment Period

Committee Chair Roland Winston

There were no public comments.

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Working Lunch: Review Nomination Process and Officer Roles

Charlotte Arbogast

Charlotte Arbogast explained the process of the elections for officers and the remaining members of the Executive Committee (Secretary and two at-large members). She also explained the bylaws requirements regarding the need for at least one Executive Committee member to serve on all standing committees. She noted the potential impact of the pending legislation, SB 1218 (Mason). Members asked staff questions about how that would impact the Council's membership. Staff provided explanations on who would be eligible to serve in an officer position and on the Executive Committee. The new officers will begin their term at the conclusion of the April 19 meeting.

Discussion of Officer Nominations

All Members

Chair Roland Winston asked for nominations from the members. Roland Winston nominated Carla Hesseltine for Chair. Jo-Ann Chase nominated Ellen Nau for Chair. Roland Winston nominated Tresserlyn Kelly for Vice-Chair. Roland Winston asked if there were any further nominations or if there was any discussion of the nominations. All nominees indicated consent to their nomination.

Roland Winston called for the vote for Chair. Carla Hesseltine received three votes. Ellen Nau received one vote. Roland Winston called for the vote for Vice-Chair. Tresserlyn Kelly received four votes. Carla Hesseltine and Tresserlyn Kelly were nominated as Chair and Vice Chair, respectively.

Staff reminded Carla Hesseltine to consider identifying a potential Secretary and two at-large members for the Executive Committee in advance of the April 19 meeting. Those individuals will be subject to confirmation by the Council at the April 19 meeting as well.

Meeting Adjournment

Committee Chair

Chair Roland Winston adjourned the meeting at 1:20 pm

Meeting handouts included:

1. Proposed Meeting Agenda for February 24, 2023
2. Draft Meeting Minutes for March 24, 2021
3. Nominating Committee Handout (explanation of the bylaws requirements and process)
4. CCOA Committee List (a revised version was provided a few days prior to the meeting)
5. CCOA Membership List (members were provided a copy with contact information while the publicly posted version did not include the contact information) (a revised version of each was provided a few days prior to the meeting)