

# 2022 CITIZENS NOMINATING COMMITTEE ELECTION INSTRUCTIONS FOR MAIL-IN BALLOT

Vote in-person at the Scarsdale Library OR by Mail-in Ballot in 2022

1. Eligibility to vote by mail: You must be: **(i)** eighteen years or older, **(ii)** a U.S. citizen, and **(iii)** a resident of Scarsdale for at least 30 days before **Election Day, Tuesday, November 15, 2022**. You do not need to be a registered voter. If not voting in person, tear out and use this Brochure's form **or** download the Mail-In Ballot and instructions from the Procedure Committee website, 2022 Forms page at: <https://www.scarsdaleprocedurecommittee.org/Reports/all/60>
2. The Mail-In Ballot is a one page listing of candidates AND an amendment ballot: Please vote **ONLY** for candidates in your Election Unit (your elementary school district). Voting for more than the number of open seats in your Election Unit, or for candidates in another Election Unit, or for candidates in multiple Election Units will invalidate your vote. Please vote YES or NO for each of the proposed amendments to the Non-Partisan Resolution.
3. After you have marked the Mail-In Ballot, please take **ALL** of the following steps:
  - a. **DO NOT SIGN THE COMPLETED BALLOT.**
  - b. Place your completed Mail-In Ballot in a plain envelope and seal it. **DO NOT SIGN OR MARK** the plain envelope in any way to ensure the privacy of your vote.
  - c. Address a second larger envelope to: **Procedure Committee, P.O. Box 284, Scarsdale, NY 10583**. In the upper left-hand corner of the envelope, write your return address. Please include your **name, full address and elementary school district** (Edgewood, Fox Meadow, Greenacres, Heathcote or Quaker Ridge) to validate your eligibility to vote.
  - d. Put the unmarked envelope containing the Mail-In Ballot inside the larger addressed envelope.
  - e. Seal the addressed envelope and sign the seal legibly. Your signature certifies that: **(i)** you are eligible to vote (see criteria at the top of this page) and that **(ii)** you have not already voted in the election by Mail-In Ballot.
  - f. Mail the envelope with sufficient postage, and several days in advance so that it is received by the Procedure Committee at the Chase Road Post Office no later than 4 p.m. on the day of the Citizens Nominating Committee Election – November 15, 2022. **To ensure timely mailbox receipt please allow ample time for Post Office delivery.**
4. If two or more people are voting from the same address, each voter should mail their Mail-In Ballot separately. Multiple ballots in a single envelope will be invalidated.
5. Voters may make additional copies of this Brochure's blank Mail-In Ballot for Citizens Nominating Committee form for each person voting in their household, as long as each person's ballot is mailed separately per instruction above.

**2022 MAIL-IN BALLOT FOR CITIZENS NOMINATING COMMITTEE**

**\*Vote ONLY for Candidates in Your Elementary School District\***

**\*EDGEWOOD (Vote for Up to 2)\***

- Daniel Besikof                       Liang (Leon) Xin

**\*FOX MEADOW (Vote for Up to 2)\***

- Jill Spielberg                       Laura Thierer

**\*GREENACRES (Vote for Up to 2)\***

- Emily Finn                       Zhendi Shi

**\*HEATHCOTE (Vote for Up to 3)\***

- Rachel Zolot Schwartz               Thomas Dundon  
 Amy Frank

**\*QUAKER RIDGE (Vote for Up to 3)\***

- Alex Forschner                       Aubrey Claude Phillibert II  
 Jessica Weintrob

**Use this form if you wish to VOTE by Mail-In Ballot in the  
CITIZENS NOMINATING COMMITTEE Election**

**Tuesday, November 15, 2022**

**SEE INSTRUCTIONS**

## **2022 PROPOSED AMENDMENTS TO THE NON-PARTISAN RESOLUTION**

Every year the Procedure Committee reviews and, when deemed appropriate, recommends amendments to the Non-Partisan Resolution (the “Resolution”) which then must be proposed to the public and approved by the voters of Scarsdale Village. The Committee proposed amendments to the public on June 28, 2022. Following a 90-day public comment period, the Committee recommends ratification of the amendments reflecting public comment as described below. The entire text of the Resolution, marked to indicate the proposed amendments, is posted online at <http://scarsdaleprocedurecommittee.org> and will also be available at the polling location.

The following 7 proposed amendments to the Resolution are **SUBSTANTIVE** changes (the box contains the plain English meaning of the change, below the box is the section with the language change in the Resolution).

**Please vote YES or NO for each of the following proposed Amendments.**

<b>Proposed Amendment No. 1</b>	<b>YES</b>	<b>NO</b>
<b>The definition of “qualified voter” is changed to permit non-U.S. citizen Scarsdale residents to participate on the CNC.</b>		

1.2 For the purpose of this Resolution a person shall be a “qualified voter” if that person is: (i) 18 years of age or older, and (ii) a resident of the Village of Scarsdale for at least 30 days prior to any event or other determination described in this Resolution which requires such a person to be a qualified voter.

<b>Proposed Amendment No. 2</b>	<b>YES</b>	<b>NO</b>
<b>This change allows the Procedure Committee to have anywhere from 7 to 11 appointed members as opposed to being required to have 11 appointed members.</b>		

2.2(d) From seven (7) to eleven (11) appointed members nominated by the Chair and Vice Chair of the Procedure Committee, and ratified by a majority vote of the most recently retired class of voting members of the Citizens Nominating Committee as the first order of business of the Procedure Committee each year. The Chair and Vice Chair may seek recommendations on qualified voters willing and able to serve on the Procedure Committee from civic and volunteer organizations operating within the Village of Scarsdale, and shall document for the members of the Procedure Committee which organizations were solicited. The Chair and Vice Chair shall release for publication in the official Scarsdale newspaper, on at least two occasions, and in other local media in such additional manner as the Procedure Committee shall determine, an invitation for qualified voters to volunteer for service on the Procedure Committee for that year.

<b>Proposed Amendment No. 3</b>	<b>YES</b>	<b>NO</b>
<b>This change permits virtual and hybrid in-person and virtual meetings.</b>		

2.4 Meetings of members may be held in such manner as determined by the Procedure Committee. The Committee may determine that meetings of members be held partially or solely by means of electronic communication.

<b>Proposed Amendment No. 4</b>	<b>YES</b>	<b>NO</b>
<b>This change allows the CNC, by majority vote, to keep a member on the CNC who has missed 2 meetings.</b>		

5.5(c) A vacancy shall be created when any voting member of the Citizens Nominating Committee is absent from two meetings in an operating year as defined in this Resolution. That member shall be required to resign, provided that the member was given written notice of this provision by the Chair after the first absence. If that member misses a second meeting after receiving the written notice, the member shall be considered to have resigned unless the voting members of the Committee, by majority vote, decide otherwise.

<b>Proposed Amendment No. 5</b>	<b>YES</b>	<b>NO</b>
<b>This change allows CNC meetings to be less than 72 hours apart under extenuating circumstances.</b>		

5.9 No later than June 30 of each year, the Chairs of the Citizens Nominating Committee and the Procedure Committee shall schedule the dates of the meetings to be held by the Citizens Nominating Committee, which shall include an initial Organization Meeting to be held no later than December 15 and at least three business meetings. A minimum of 72 hours shall elapse between business meetings of the Citizens Nominating Committee, except under extenuating circumstances to be determined by majority vote of the voting members of the Citizens Nominating Committee present.

<b>Proposed Amendment No. 6</b>	<b>YES</b>	<b>NO</b>
<b>This change takes out the requirement to distribute candidate information 5 days before a CNC meeting.</b>		

5.21 At the second business meeting, additional potential nominees may be nominated provided that their biographies were verified by the nominator and distributed before the meeting, but no vote for any office or position shall be taken on these nominees. Voting may start, provided all nominees for a particular office have made their presentation or declined to present.

<b>Proposed Amendment No. 7</b>	<b>YES</b>	<b>NO</b>
<b>This change reduces the period for public comment on Resolution amendments from 90 days to 60 days.</b>		

9.3 The public shall be invited to submit comments to the Procedure Committee concerning any proposed amendment which has received its preliminary approval. All proposed amendments shall be submitted for public study and comment by posting on the Procedure Committee website, publicizing in the official Scarsdale newspaper and other local media, and in such additional manner as the Procedure Committee shall determine. The period for public study and comment shall be established by the Procedure Committee, but shall be no less than 60 days.

The following 8 proposed Amendments are changes that are **NOT SUBSTANTIVE** but are procedural in nature or clarify actual procedure and/or provide clarifications that promote readability and correct or enhance organization, format, grammar, use of plain English, and the avoidance of confusing, ambiguous, or inconsistent language or terminology.

**Please vote YES or NO for each of the following proposed Amendments.**

<b>Proposed Clarification Amendment No. 1</b>	<b>YES</b>	<b>NO</b>
<b>This change to 2.3 and 5.4 clarifies the list of organizations in which a member of the Procedure Committee or Citizens Nominating Committee may not simultaneously serve or be eligible for service on.</b>		

2.3 Any person who is a member of: the Citizens Nominating Committee [5.4 the Procedure Committee], all committees governed under the School Board Nominating Committee Resolution, the School Board, the Village Board, or the Judicial Qualifications Advisory Committee may not simultaneously be a member of the Procedure Committee.

5.4 No person may serve as a member of the Citizens Nominating Committee who is at the time of the Unit Elections a member of: the Procedure Committee, all committees governed by the School Board Nominating Committee Resolution, the School Board, the Village and Town Board of Trustees, or the Judicial Qualifications Advisory Committee.

<b>Proposed Clarification Amendment No. 2</b>	<b>YES</b>	<b>NO</b>
<b>This change to 3.3 clarifies that vacancies on the Citizens Nominating Committee must be confirmed at the time candidates are invited to run for the CNC.</b>		

3.3 The Procedure Committee shall have the authority to declare that a vacancy exists. At or about the same time that the Procedure Committee invites qualified voters to run in the next Unit Election for one of the open positions in their Election Unit, the Procedure Committee shall confirm with the Chair of the Citizens Nominating Committee the continued eligibility of the current members of the Citizens Nominating Committee to determine the existence of any vacancies. If an elected member ceases to be a qualified voter of the Village of Scarsdale, no longer lives in the Election Unit the member was elected to represent, resigns, or for any other reason is incapable of serving on the Citizens Nominating Committee, the vacancy

<b>Proposed Clarification Amendment No. 3</b>	<b>YES</b>	<b>NO</b>
<b>Provides for consistent references to, and numbering of, sections of the Resolution such as (1) changing references of “a.” “b.” and “c.” to “(a)”, “(b)”, and “(c)”, as used elsewhere in the Resolution; removes references to subsection “(a)” where there is no subsection “(b)”; and consistently refers to other sections of the Resolution with the same format.</b>		

<b>Proposed Clarification Amendment No. 4</b>	<b>YES</b>	<b>NO</b>
<b>Corrects grammar and syntax to promote comprehension of provisions. Use of gender-neutral language. For example: Consistent use of singular and plural and defined terms or nomenclature as required by context. Substitution of “nominated” for “selected” where needed. Elimination of redundant words and phrases. Substitution of “believe” for “feel.” Consistent use of term “shall” where an obligation is indicted, instead of indefinite terms “will” or “may.” Use of appropriate nomenclature as needed, e.g. Village and Town of Scarsdale instead of Village. Use of full name “Citizens Nominating Committee” or “Procedure Committee” as warranted, rather than simply “the Committee.” Use of active voice rather than passive voice.</b>		

<b>Proposed Clarification Amendment No. 5</b>	<b>YES</b>	<b>NO</b>
<b>Removes confusing and inconsistent terminology and improves the plain meaning of the Resolution. Revisions are made throughout the Resolution to ensure terms are applied consistently, defined clearly to avoid ambiguity and confusion.</b>		

<b>Proposed Clarification Amendment No. 6</b>	<b>YES</b>	<b>NO</b>
<b>Where a deadline is not necessarily fixed, flexibility is given for compliance to occur “as soon as is practicable.” In references to sequence of events, refers to chronological order.</b>		

<b>Proposed Clarification Amendment No. 7</b>	<b>YES</b>	<b>NO</b>
<b>Where action by a member of an organization is involved, the phrase “then serving” is inserted to clarify that the member is currently serving in the position.</b>		

<b>Proposed Clarification Amendment No. 8</b>	<b>YES</b>	<b>NO</b>
<b>In references to communications, permits both written communication and use of electronic communication via digital platforms.</b>		

**THANK YOU FOR COMPLETING THIS AMENDMENT BALLOT**