



## LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES

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Becca Nash, Director

Date: January 19, 2023  
From: Becca Nash, Director  
To: LCCMR citizen members  
Subject: Executive Committee Elections & Proxy Voting Options

### Summary

LCCMR may be holding Executive Committee elections for citizen members at its meeting on January 24, 2023. If you cannot attend the meeting, you may name another LCCMR member to vote as your proxy. The elections and the process for naming a proxy are described below.

### Executive Committee Structure and Elections

Per LCCMR's [Operating Procedures](#) (Revised: June 5, 2018):

#### Date of Elections:

Elections are to be held in January or within 30 days of the date when the last legislative appointments are made of the odd year co-terminus with terms of member appointments. Chairs and Vice Chairs serve until a successor has been elected.

#### Membership Structure:

An executive committee structure will be made up of the following with members serving 2-year terms.

#### Chairs (3):

House, Senate, appointed citizen

#### Vice Chairs (3):

House, Senate, appointed citizen

House and Senate Vice chair will be opposite party (majority/minority) of the elected House and Senate Chair.

#### Nominations for Executive Committee:

Nominations for executive committee position by written sign up by member or nomination by another member. Executive Committee Positions shall be nominated and elected in the following order:

Chairs (all three positions)

Vice Chairs (all three positions)

#### Elections:

The citizen members, senate members, and house of representatives members must select their respective chairs. Elections may be by written ballot.\*

Proxy: Members may vote by proxy for election of Executive Committee members only. If a member wishes to vote by proxy he/she shall provide his/her proxy to the Commission staff and indicate the member he/she wishes to have the signed proxy given to.

## LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES

### Rotation of Co-chairs for meetings:

The rotation of the co-chair for meetings will be House, Appointed Citizen, and Senate. The Executive Committee will follow the same chair rotation with LCCMR Executive meetings. The Executive Committee will be chaired by the chair designated for the next full meeting.

\*While LCCMR's operating procedures state that elections may be by written ballot, this conflicts with statutory requirements of open meetings that are conducted remotely. Per [116P.08, Subd. 5](#), LCCMR is subject to open meeting law as set out in Chapter 13D. Chapter [13D.021](#) specifically states that meetings may be conducted remotely provided specific conditions are met, including that all votes are conducted by roll-call. Therefore, *elections will be held by roll-call.*

### Proxy Options

The LCCMR has adopted a proxy policy that allows members to proxy their vote for elections. If you *cannot attend* the January 24, 2023 meeting and you *wish to assign someone to vote in your place*, please copy, paste, and complete the sample email below and email to [Becca.Nash@lccmr.mn.gov](mailto:Becca.Nash@lccmr.mn.gov) by **10:00 pm January 23, 2023**.

Please realize that you do not *vote* for a person by using this form. You designate one of your fellow LCCMR members to vote for you. The Director will open the proxy email at the meeting and announce the named individual, who then casts his/her own vote and the proxy vote on election issues.

### Proxy Email Template

Subject: **2023 LCCMR Election Proxy**

In my absence, I grant       (Proxy's Name)       the right to vote as my proxy for the LCCMR elections on January 24, 2023.

Signed,  
      (Your Name)