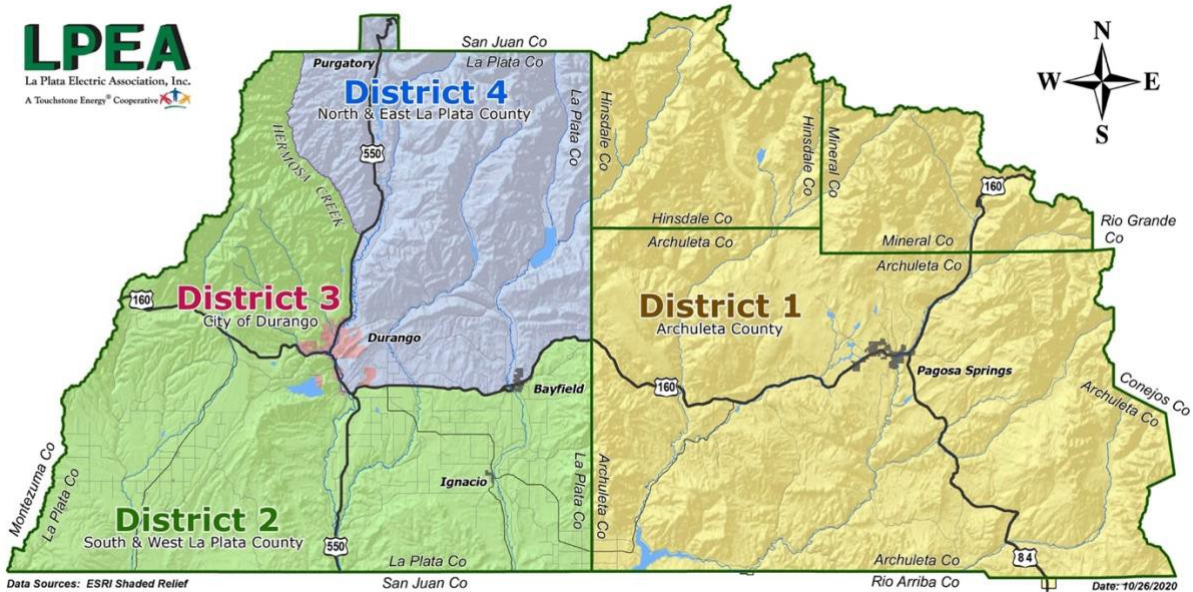


2023 LPEA Board Director Candidate Packet

Thank you for your interest in running for a seat on the La Plata Electric Association, Inc. (LPEA) Board of Directors. In accordance with our [bylaws](#), one-third of LPEA's [Board of Directors](#) seats are up for election annually, one in each voting district.

Directors are elected for three-year terms. Incumbent directors up for re-election in 2023 are:

- District 1 – Archuleta County: Bob Lynch
- District 2 – South and West La Plata County: John Lee
- District 3 – City of Durango: Rachel Landis
- District 4 – North and East La Plata County: Sue McWilliams



To be eligible to run for the LPEA Board of Directors, candidates must:

- be a member of LPEA for at least one year immediately prior to becoming a director;
- be a bona fide resident of the district you plan to represent for at least 120 days prior to becoming a director and;
- not be employed by, or have a spouse or child employed by, LPEA in any position.

2023 Election Timeline

- February 8, 2023: Application period opens for the LPEA Board of Directors
- April 10, 2023: Applications due to LPEA
- May 3, 2023: Ballots mailed to all LPEA members
- June 7, 2023: Ballots due
- June 8, 2023: LPEA Annual Meeting - election results announced
- June 14, 2023: First board meeting for new directors
- June 19, 2023: Final Director Candidate Financial Disclosure Forms due

Procedures and Deadlines

To be deemed an eligible candidate, you must:

- Meet the eligibility requirements as outlined above.
- Complete the enclosed application form and hand-deliver or mail the 2023 Petition for Election to the Board of Directors (see enclosed) with 15+ signatures by **1 p.m. on April 10, 2023**. Copies will not be accepted.
 - Mail to: LPEA, 45 Stewart Street, Durango, CO 81303
 - Deliver to: above address OR 603 S 8th St. Pagosa Springs
- If you wish to receive a member mailing list for your district, or other available items as referenced in Policy 108 (available at <https://lpea.coop/lpea-policies-and-bylaws>), you must complete the Request to Inspect or Copy Corporate Records form and associated Non-Disclosure Agreement and Affidavit forms and email to boardcandidate@lpea.coop by **1 p.m. on April 10, 2023**.
- Submit the interim Director Candidate Financial Disclosure Form (see enclosed) to boardcandidate@lpea.coop no earlier than **May 25, 2023**, and no later than **May 29, 2023**.
- Submit the final Director Candidate Financial Disclosure Form (see enclosed) to boardcandidate@lpea.coop no later than **June 19, 2023**.

Candidates who are verified as eligible and have completed all required materials by the listed deadlines, will be added to the official ballot.

Submission details

All materials may be submitted electronically to the attention of Hillary Knox at boardcandidate@lpea.coop, **EXCEPT** the petition with signatures, which must be submitted via mail or drive-through window as follows:

Mail:

La Plata Electric Association, Inc.
P.O. Box 2750, Durango, CO 81302-2750

Drive-through window:

Durango: 45 Stewart Street - Bodo Park
Pagosa Springs: 603 S. 8th Street

Candidates who are verified as eligible and have completed all required materials by the listed deadlines, will be added to the official ballot.

LPEA Board of Director General Duties and Responsibilities

The Board of Directors of LPEA is established by the LPEA Bylaws. The board meet at least monthly, and more frequently when determined necessary.

The board sets strategic direction and establishes policy. It is responsible for hiring and evaluating the CEO, and for developing and approving the Mission and Vision statements and Strategic Plan. The CEO is responsible for directing staff and carrying out the will of the board. The staff is responsible for carrying out the business of the cooperative in close consultation with the CEO. The LPEA Bylaws and board policies outlining board and CEO duties and responsibilities can be viewed on our

website.

The LPEA Board of Directors is a governing board with two primary roles: to support the success of the cooperative and to protect public interest through examination and monitoring of cooperative information. The board has three essential duties:

- Duty of Care – Exercise the same amount of care, caution, and common sense as any prudent person would in carrying out responsibilities to the organization.
- Duty of Obedience – Comply with all federal, state, and local statutes and laws. Be faithful to the organization’s Mission, and abide by the bylaws, policies, rules, and regulations as adopted by the Board of Directors.
- Duty of Loyalty – As a director of the cooperative, you have a fiduciary role. That means in any conflict, you must put the interests of the cooperative above your own interests.

Time Commitment

LPEA Directors are expected to attend regular board meetings which typically take place from 9:00 a.m. to 3:00 p.m., on the third Wednesday of every month; as well as, Committee of the Whole meetings as set by the Board of Directors, from time to time, from 9:00 a.m. to 2:00 p.m. on the Monday prior to the Wednesday board meeting.

There are various board committees and other board commitments, such as Colorado Rural Electric Association meetings, etc. Directors may participate as a committee member or as a guest.

A director can expect to spend an average of 7.25 hours per week preparing, studying, and serving on the board (based on 2017 IRS Form 990), and may attend up to 10 days of board- approved education and/or training per year. Director training and certification courses are available through the Colorado Rural Electrical Association and the National Rural Electric Cooperative Association.

This summary of duties and responsibilities is neither exhaustive, nor representative of all circumstances under which the board performs its duties. Newly elected directors will receive an orientation with more details once they begin.

Important Policies for Review

Before considering a run for an LPEA board seat, please review board policies 102, 105, 107, 108, and 109, which can all be found at <https://lpea.coop/lpea-policies-and-bylaws>.

Please take note of the following important election-related clauses:

- The LPEA board shall not take a position of support or opposition for any individual candidate for a board election.
- Individual directors are prohibited from using Cooperative resources to send communications regarding the election and may not use Cooperative resources to send individual newsletters.
- Resources of the Cooperative, including the Cooperative’s logo, trademarks, and graphic standards, shall not be used to support or oppose a candidate for election. For purposes of this paragraph, the term “resources” means any items owned or maintained by the Cooperative, such as Cooperative email addresses, electronic devices, printing, postage, mailing, employee

time, or other monetary expenditures of the Cooperative. The term “resources” shall not include the membership list provided to bona fide candidates running for director.

- No candidate may solicit for nominating petition signatures on Cooperative property or use Cooperative resources in campaign efforts, other than obtaining a list of members from the Cooperative in accordance with applicable policy and state statute.
- The ballot position of a qualified Director candidate will be determined on a random basis prior to the publication of the ballot by the Election Supervisory Committee.
- The Cooperative shall report, at least weekly, the gross tally of returned envelopes on the Cooperative’s website. Said tally shall be the only information released regarding the number of envelopes. Prior to the conclusion of the election, no information shall be released regarding information on the number of ballots returned by district or the names of members who have or have not returned envelopes.
- No person shall be allowed to electioneer, photograph, videotape, or tape record any voting activity in the registration and voting area while an election is in progress. Such area shall include that portion of the interior of the building that is readily visible from where registration and voting is taking place.
- Posting of campaign literature on Cooperative property or at any special or regular meeting, including the annual meeting of the membership, is prohibited.
- Political campaigning, including campaigning for Cooperative issues, is not allowed on Cooperative property. This includes soliciting for signatures on petitions, soliciting for campaign funding, and campaigning for an individual or any other ballot issues.
- All candidates running for a position on LPEA’s board shall disclose all monetary and in-kind contributions received by the candidate or paid at the request or through coordination with the candidate, whose individual value is greater than \$20. The candidate shall also include a brief description of all in-kind contributions received. The Cooperative shall send all candidates a one-week reminder email prior to the due date of any report and shall send the candidate an acknowledgement email when a report is received.

2023 Board of Directors Candidate Profile Form

Name _____ Social handles (if applicable) _____

Address _____ Phone _____

Email _____

I consent to having my email and phone number shared with the media for interviews, candidate forums, and other possible promotional avenues.

I DO NOT consent to having my email and phone number shared with the media (this may limit your ability to promote your candidacy).

LPEA REPRESENTATIVE DISTRICT – Please check one (1) of the Districts listed below:

District 1

District 2

District 3 ()

District 4 ()

Birthplace _____ Occupation _____

Education _____

Business experience _____

Awards/recognition _____

Organizations _____

Additional information _____

Candidates for the LPEA Board of Directors will be profiled in the candidate profile insert mailed with the ballot to all LPEA members. As such, please submit:

1. a high-resolution jpg (300dpi or greater) head and shoulders photo to boardcandidate@lpea.coop.

2. a maximum 250-word Candidate Statement summarizing your qualifications and goals as a director. Please include your stance on important issues that impact LPEA and its membership. *Note: LPEA will publish AS IS – so please grammar and spell check. LPEA will truncate for word count beyond 250 words.*

Candidate Statement:



Blank lines for signatures and names, organized in four columns.

*As per Policy 105(III)(B)(1), only ONE signature from joint members is allowed. For example, if a husband and wife are both members of LPEA on the same account, only ONE may sign the petition.

The original copy of this petition (single-sided) must be returned to the attention of Hillary Knox via mail or drop off by **1 p.m. on April 10, 2023** at the latest:

Mail:
La Plata Electric Association, Inc.
P.O. Box 2750, Durango, CO 81302-2750

Drop off:
Durango: 45 Stewart Street - Bodo Industrial Park
Pagosa Springs: 603 S. 8th Street



2023 Qualification Affidavit – Candidate for Board of Directors

I, _____, hereby state that I am a candidate for the La Plata Electric Association (“LPEA”) Board of Directors, and further state under oath the following:

1. Pursuant to Article III, Section 2, Director Qualifications and Tenure of LPEA’s Bylaws I hereby state that I am qualified to serve as a director because:

- a. I have been/will be a member of LPEA for at least one year immediately prior to the date of the annual meeting;
- b. I have been/will be a bona fide resident of District _____ for at least one-hundred and twenty days prior to the date of the annual meeting;
- c. I am a permanent occupant receiving electric service from LPEA at my primary residential abode located at: _____;
- d. I am not employed or have a spouse or child employed by LPEA in any position; and
- e. I agree to comply with Policy 107 – Campaign Finance Reporting Requirements.

2. I further understand that, as a candidate for the LPEA Board of Directors, I am required to disclose any potential conflicts of interest that might affect my qualifications. To the best of my knowledge I am not aware of any conflicts of interest that may affect my qualifications and will disclose any conflicts if they subsequently arise.

Further AFFIANT sayeth not.

Signature of Candidate: _____

Date: _____

As a member of LPEA’s Election Supervisory Committee, I certify that this candidate meets the director qualifications as listed herein.

_____, Member of the Election Supervisory Committee

