



## 2022 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.

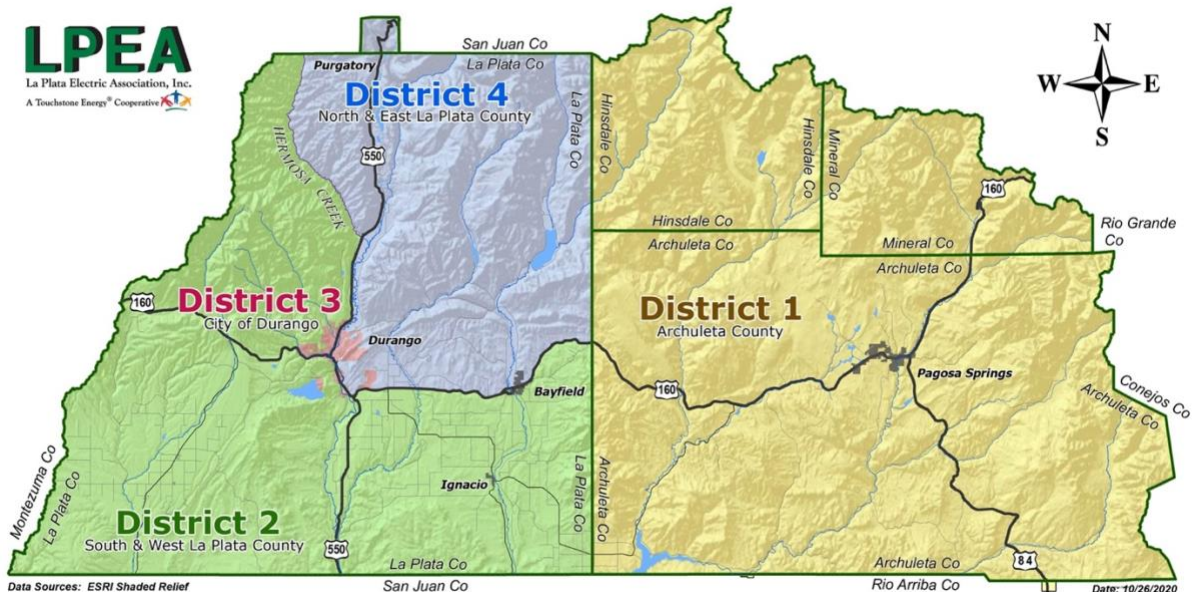
Directors are elected for three-year terms. Incumbent directors up for re-election in 2022 are:

District 1 – Archuleta County: Holly Metzler

District 2 – South and West La Plata County: Dan Huntington

District 3 – City of Durango: Joe Lewandowski

District 4 – North and East La Plata County: John Witchel



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.

### 2022 Election Timeline

- December 12, 2021: Board director candidate packets available on LPEA's website
- March 12, 2022 at 1 p.m.: Completed candidate materials due to LPEA
- April 4, 2022: Ballots mailed to all LPEA members
- May 11, 2022 at 4 p.m.: Ballots due



- May 12, 2022: Annual Meeting to announce election results
- May 18, 2022: First board meeting for new directors

## Procedures and Deadlines

To be deemed an eligible candidate, you must:

- Meet the eligibility requirements as outlined above.
- Complete and return the candidate profile, photo, petition with 15+ signatures, and Director Qualification Affidavit (attached below) by **1 p.m. on March 12, 2022.**
- If you wish to receive a member mailing list for your district, or other available items as referenced in [Policy 108](#), you must complete the Request to Inspect or Copy Corporate Records form and associated Non-Disclosure Agreement and Affidavit forms by **1 p.m. on March 12, 2022.**
- Submit the interim Director Candidate Financial Disclosure Form **no earlier than April 24, 2022 and no later than April 29, 2022.**
- Submit the final Director Candidate Financial Disclosure Form **no later than May 22, 2022.**

Submission details:

All materials may be submitted electronically to the attention of Hillary Knox at [boardcandidate@lpea.coop](mailto: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. 8<sup>th</sup> 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:

1. 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.
2. 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.
3. 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 the Finance and Audit Committee, the Broadband Committee, and the Colorado Rural Electric Association, 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 [lpea.coop/lpea-policies-and-bylaws](http://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 the Cooperative'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.)

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## 2022 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](mailto: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:



## 2022 Petition for Election to the Board of Directors

\_\_\_\_\_ of \_\_\_\_\_  
(Name) (Address)

Desires to serve on the Board of Directors of La Plata Electric Association, Inc., Durango, Colorado, from District \_\_\_\_\_, for a three (3) year term. We, the undersigned\*, are residents of District \_\_\_\_\_, and are members of La Plata Electric Association, Inc., and by affixing our names hereto evidence our support of placing the name of the above listed candidate on the ballot for election to the Board of La Plata Electric Association, Inc., as a representative of the above enumerated District for the term as expressed. ***Please return as single-sided copy only.***

**MEMBERSHIP  
NUMBER**  
*(To be completed by  
LPEA)*

**MEMBER'S NAME**  
(PLEASE PRINT)

**SIGNATURE**

**ADDRESS**  
**(PLEASE PRINT)**

[illegible]



[illegible]

\*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 drive through window by **1 p.m. on March 12, 2022** at the latest:

**Mail:**

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

**Drive-through window:**

Durango: 45 Stewart Street - Bodo Industrial Park  
Pagosa Springs: 603 S. 8<sup>th</sup> Street



Rev: 2/09/21

## 2022 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

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**Director Candidate Financial Disclosure Form**  
**2022 Contributions**

<b>Candidate Name</b>	<b>Reporting Date</b>
<b>Final/Interim (Circle which one)</b>	

Name	Date	Monetary or In-Kind (if In-Kind, include brief description)	Amount/Fair Market Value

Signature

**Director Candidate Financial Disclosure  
 Form - 2022 Contributions (Fillable Form)**

Candidate Name

Reporting Date

Final/Interim

Name	Date	Monetary or In-Kind (if In-Kind, include brief description)	Amount/Fair Market Value

Signature