



Observer Reporting Form

| Feature Evaluated                                                                                    | Yes | No | Comments                                                                                      |
|------------------------------------------------------------------------------------------------------|-----|----|-----------------------------------------------------------------------------------------------|
| Meeting started on time?                                                                             | X   |    |                                                                                               |
| All members present?                                                                                 | X   |    | In addition to the committee, several others attended, who seemed to be employed by the City. |
| Members attentive?                                                                                   | X   |    |                                                                                               |
| Did members appear to have done their "homework?"                                                    | X   |    |                                                                                               |
| Were members courteous to each other and the public?                                                 | X   |    |                                                                                               |
| Agenda sent/posted 72 hours before?                                                                  | X   |    |                                                                                               |
| Agenda items clearly described what was to be discussed?                                             | X   |    |                                                                                               |
| Adequate opportunity for public input?                                                               |     |    | LWV was there as observer, and I was the only one there from outside. No comments attempted.  |
| Was there an appearance that some action items were discussed in closed rather than open session?    |     | X  |                                                                                               |
| Was background information available to the public?                                                  | X   |    | Prior committee meetings for past two years                                                   |
| Facilities adequate? (room size, lighting, ventilation, speakers audible, accessible to handicapped) | X   |    |                                                                                               |

Were any issues on the agenda relevant to LWV positions or programs? Locations for early voting were discussed. Due to historically low turn-out for mid-term elections, recommendation was to reduce number of polling places. Any reduction would be made after reviewing number of historic early votes cast in a particular area.

Do you recommend League action on any of these issues?

No. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other Concerns: None noted.

Observer: Riffi OBrien

Meeting: Davidson County Election Commission

Date:1/13/2011

Please submit completed forms to [barbara.b.gay@gmail.com](mailto:barbara.b.gay@gmail.com)

## LWV Nashville Observer Corps Reporting Procedure

Forms are available on the LWV Nashville web site. Completed forms should be mailed\* or e-mailed to the Observer Corps Committee Chair, Barbara Gay [barbara.b.gay@gmail.com](mailto:barbara.b.gay@gmail.com) within 5 days of your observation meeting.

Report any urgent matter to the Observer Corps Committee Chair or the LWV President immediately (example: an action in direct opposition to the League positions).

**IF** the information relates to items of importance to the League, please furnish the Observer Corps Chair with a copy of the agenda, handouts, or other material collected at the meeting.

Any additional information or comments can be written on the back of the form (if handwritten) or added to an e-mail transmission.

Each observer should retain a copy of any reports and attachments submitted to the Observer Corps Committee.

\*Barbara Gay

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