



BOARD OF DIRECTORS MEETING AGENDA  
THURSDAY, NOVEMBER 8, 2018 | 7PM  
SUNNYVALE CITY HALL | WEST CONFERENCE  
ROOM 456 WEST OLIVE AVE | SUNNYVALE, CA 94088

BOARD MEMBERS PAT SHOWALTER, LARRY KLEIN, CHAPPIE JONES WILL BE ATTENDING VIA PHONE  
JW MARRIOTT, LOS ANGELES LA LIVE  
900 WEST OLYMPIC BOULEVARD | LOS ANGELES, CA 90015 | ROOM 2017

1. Call to order 7PM
  
2. Consent Agenda
  - a. Board Meeting Minutes: October 2018
  - b. 2018 December General Membership/Holiday Dinner Budget
  - c. 2018 Cities “Champion Award”
  
3. Presentations and Reports:
  - a. Legislative update: Senator Jerry Hill 7:02PM
  - b. Transportation Committee (new models to fund transportation) 7:35PM  
Invited guests: Dan Rich, City Manager/Mountain View  
Jacqui Guzman, Deputy City Manager/Cupertino
  - c. Housing Committee: ADUs 8:05PM  
Vianey Nava, Housing Trust Silicon Valley  
Invited guests: Steve Vallejos
  - d. Islamic Networks Group 8:35PM  
Maha Elgenaidi, Executive Director;  
Raania Mohsen Community & Civic Engagement
  - e. Cities Selection Committee Appointee Report 8:45PM  
BAAQMD: Liz Kniss & Rod Sinks
  - f. Nominating Committee (Sinks, Klein, Showalter) 8:55PM
  
4. Public Comment
  
5. Executive Director Report – Andi Jordan  
Annual Holiday/General Membership Dinner  
Friday December 7, 2018 6-9 PM  
Picchetti Winery, Cupertino
  
6. Adjournment 9PM

*Please note that action may be taken on any of the agenda items.*

*Packets available at [www.citiesassociation.org](http://www.citiesassociation.org)*



## Board of Directors Meeting – Agenda Report

Meeting Date: November 8, 2018

Subject: Consent  
2a consent: October 11, 2018 Draft Meeting Minutes  
2c consent: December General Membership Dinner budget  
2d consent: Cities Association “Champion Award”

Attachments: September Draft Meeting Minutes  
General Membership Holiday Dinner Budget

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2c: General Membership Dinner (Holiday event) will be hosted by President Rod Sinks & the City of Cupertino. Friday, December 7, 2018 at Picchetti Winery. Los Altos Stage Company Follies has been invited to perform an encore performance. Outgoing elected officials will be recognized. Event budget is attached. The FY 2018-2019 budget approved ticket prices at \$65/each. The attached budget is recommending \$75/members and \$100/non-members. The event budget is within the previously approved budget. Approval allows change in ticket price. Event is within the budget contained in FY 2018-2019 budget already approved.

2d: The Executive Board is recommending the Cities Champion Award be Santa Clara County Supervisor Ken Yeager.

Ken Yeager has served as an elected official in Santa Clara County for 25 years, first as San Jose/Evergreen College Board Trustee, then as a San Jose City Councilmember, and now as a Santa Clara County Supervisor. Ken is passionate about improving public health and the quality of life for all his constituents. As Chair of the Health and Hospital Committee, he is a strong proponent of maintaining strong safety net programs. As a long-term board member of both VTA and Caltrain, Ken has advocated for expanding and improving public transit systems as a means to reduce greenhouse gas emissions and enhance economic productivity. In his further efforts to protect our environment, Ken has also authored policies reducing waste, improving building codes, and increasing the use of renewable energy. As the first openly gay elected official in the County, he is committed to ensuring that the LGBTQ community has equitable rights and full representation in local government.

Recommendation: approve consent agenda



BOARD OF DIRECTORS  
REGULAR MEETING MINUTES - DRAFT  
OCTOBER 11, 2018 | 7PM  
SUNNYVALE CITY HALL | WEST CONFERENCE ROOM  
456 WEST OLIVE AVE | SUNNYVALE, CA 94088

1<sup>st</sup> Vice President Manny Cappello called the meeting to order at 7 PM.

Attending:

Jeffrey Cristina – Campbell	Paul Escobar – SVLG
Debi Davis – Santa Clara (until 7:30PM)	Kip Harkness – City of San José
Burton Craig – Monte Sereno	Amy Chan – SCCMA/City of Cupertino
Steve Tate – Morgan Hill	Jerad Ferguson – City of San José
Larry Klein – Sunnyvale	Michael Lomio – SVLG
Peter Leroé-Muñoz – Gilroy	Jeannie Bruins – 7:10PM
Marico Sayoc – Los Gatos	Andi Jordan, Executive Director
Manny Cappello - Saratoga	Steve Heck
Mary-Lynne Bernald – Saratoga	Jennifer Tasseff – citizen
Jan Pepper – Los Altos 7:05	
Pat Showalter – Mountain View 7:10PM	
Anthony Phan – Milpitas 7:15PM	
Cory Wolbach – Palo Alto 7:25 PM	

### Consent Agenda

Peter Leroé-Muñoz motioned to approve the Consent Agenda consisting of the Board Meeting Minutes from September 2018 and the Website Update & Redesign. Chappie Jones seconded the motion. Debi Davis abstained from voting on the meeting minutes. Unanimously approved by members present.

**Minutes:** Ayes: Cristina, Craig, Tate, Klein, Jones, Leroé-Muñoz, Sayoc, Cappello  
Nos: none  
Abstained: Davis  
Absent: Cupertino, Milpitas, Palo Alto, Los Altos, Los Altos Hills, Mountain View

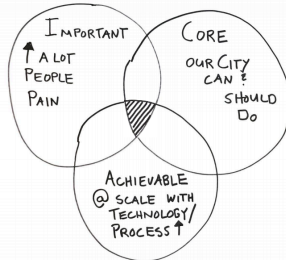
**Website redesign:** Ayes: Cristina, Craig, Tate, Klein, Jones, Leroé-Muñoz, Sayoc, Cappello, Davis  
Nos: none  
Abstained: none  
Absent: Cupertino, Milpitas, Palo Alto, Los Altos, Los Altos Hills, Mountain View

### Committee Presentations

**Disruptive Innovation:** Kip Harkness, Deputy City Manager, City of San José) [presented](#) what is happening with innovation and technology and how it is affecting local governments – specifically simplification, optimization and disruption. Disruptive innovation creates a new market and value network and eventually disrupts an existing market and value network, displacing established market-leading firms, products, and alliances.

Harkness discussed how the City of San José is using technology to make innovative changes and save resources.

What should we work on?



1. Is this problem causing pain and annoyance?
2. Is it core to what our city should do?
3. Is it achievable at scale using process and technology?

The point where all 3 converge is what cities should work on.

City of San José is using technology to improve city services:

- created an app for citizens to report potholes, graffiti, abandoned vehicles, and other issues that need attention
- crafted a software program to track police cars and where the cars are parked allowing officers to be on patrol faster and technicians to work on cars instead of tracking the cars location
- working with telecommunications on connectivity and small cells on street lights.

**Automated Vehicles:** Paul Escobar, Silicon Valley Leadership Group, and Stefan Heck, CEO of Nauto.

Escobar [presented](#) more specific information on Automated Vehicles. Presentation included:

- What are AVs
- Role Cities can play (AV Safety, infrastructure)
- How can public and private sectors collaborate
- AVs already operating

Cities need to be proactive – how can AVs help improve lives of citizens, such as reducing/eliminating greenhouse gas emissions, address congestion management.

How might our communities change as automated vehicles become the norm?

- Might cities reclaim space for public use.
- How will they fit into current transit infrastructure?
- How might they fit into first mile, last mile transit options?
- How might they impact underserved (aging or disabled) or places that are transit deserts?

**Questions & Discussion:**

- How do we plan for parking in the future? Limit parking facilities in the future. If you build parking now, build resiliency so the space may be resurfaced. In San Francisco, parking is becoming cheaper. Think about high traffic downtown areas, plan for fast transit - - drop off/pick up.

- How does this affect land use in the future? Will autonomous vehicles allow people to live further away?
- Is there policy guidance on building parking? Stefan Heck noted that there is some policy guidance/practice in Europe.
- How has Uber/Lyft usage changed parking? Uber/Lyft won't share data due to privacy concerns.
- How do cities proactively plan for (unknown) changes in policy and infrastructure?

Suggest next steps:

- Education on small cells & FCC ruling
- SVLG is also looking at next steps and how best to collaborate with cities.

**Nominating Committee Report** Larry Klein & Pat Showalter presented the slate of officers for the 2019 Executive Board:

- President: Manny Cappello, Saratoga
- 1<sup>st</sup> Vice President: Pat Showalter, Mountain View
- 2<sup>nd</sup> Vice President: Larry Klein, Sunnyvale
- Secretary/Treasurer: Marico Sayoc, Los Gatos
- Legislative Action Committee Chair: Chappie Jones, San José
- Past President: Rod Sinks, Cupertino

Election will be held at the November Board of Directors meeting.

### **Old Business**

#### **RHNA Sub-Region:**

Executive Director Andi Jordan updated the Board of Directors on cities and county's comments regarding the possible formation of a Regional Housing Needs Allocation (RHNA) Sub-Region. Forming a sub-region has been discussed with the CASCC since the last housing element cycle. In 2011, SCCMA & SCCAPO recommended waiting until the next cycle to form. The CASCC has discussed a sub-region since that time and formally created a taskforce in 2016.

In June 2018, the Task Force brought a proposal to the CASCC Board of Directors for review and it was decided that the packets would be sent to cities and county for feedback of the structure of the sub-region and if they would be interested in joining. With that feedback, the Board is now asked to consider formation of the RHNA Sub-Region.

Jurisdiction	Action	Notes
Campbell	Yes	
Cupertino	Split	
Gilroy	Yes	<ul style="list-style-type: none"> <li>Methodology should be based on the goals of plan bay area</li> <li>All cities must accept equitable share of the allocation</li> </ul>
Los Altos	Yes	
Los Altos Hill	Yes	Signed resolution
Los Gatos	Yes	
Milpitas	n/a	will discuss in November
Monte Sereno	Yes	
Morgan Hill	Yes	
Mountain View	Yes	
Palo Alto	Yes	
San Jose	Yes	
Santa Clara	Yes	Signed resolution
Saratoga	Yes	
Sunnyvale	N/A	<ul style="list-style-type: none"> <li>Did not agendaize.</li> <li>CM says they are open to conversation</li> <li>In response to grand jury, said sub-region would not be implemented &amp; is unrealistic by end of 2019.</li> <li>Supports the Cities Association's role in pursuing the formation of a sub-region.</li> </ul>
Santa Clara County	N/A	On record as supporting formation of a sub-region. <sup>1</sup>

The RHNA Sub-region Task Force will re-convene to oversee the process of forming a sub-region. Manny Cappello also asked Santa Clara County’s representative Steve Preminger for clarification of the County’s position. Preminger noted that the County would be discussing in the Cities Association’s proposal in the next few weeks. Chappie Jones motioned, with a second from Peter Leroé-Muñoz, for the Cities Association of Santa Clara County approve and move forward with forming a sub-region asking each of the jurisdictions, that not already done so, to ratify the resolution. The Board unanimously approved the formation of a sub-region.

**AYES:** Cristina, Craig, Tate, Klein, Jones, Leroé-Muñoz, Sayoc, Cappello, Pepper, Showalter, Phan, Wolbach

**NOS:** none

**Abstention:** none

**Absent:** Cupertino, Santa Clara, Los Altos Hills

**Santa Clara/Santa Cruz Community Airport Roundtable Update:**

Executive Director Andi Jordan provided an update on decisions by the jurisdictions of Santa Cruz and Santa Clara counties and cities.

**Cities & Counties actions:**

**YES:** Cupertino, Los Altos, Los Altos Hills, Monte Sereno, Mountain View, Palo Alto, Santa Clara, Saratoga, Sunnyvale, Santa Cruz County

**NO:** Campbell, Gilroy, Los Gatos, Morgan Hill, Watsonville, Scotts Valley

**Request changes before joining:** Milpitas, San José

**Awaiting action:** Santa Clara County, Capitola, Santa Cruz

*(Note: since the BOD meeting, Santa Clara County and Capitola have voted to join.)*

- Chappie Jones, City of San José, explained the action of the City of San José City Council, and changes requested.
- Anthony Phan, City of Milpitas, spoke to concerns of the City of Milpitas City Council concerns.
- County of Santa Cruz is joining and asking for by-law changes allowing staff to attend.

Staff recommendation is to move forward with formation of the Roundtable, directing Executive Director to work with chief executive officers on executing the MOU, fixing MOU scrivener errors and request to add the words “up to” in relationship to the .5/.1 funding formula.

Pat Showalter, Mountain View, moves to accept the staff recommendation, begin formation of the Roundtable, and direct staff to begin working on the MOU. Jan Pepper, seconded the motion. The motion passes 11 AYES – 1 Nos -3 absent

**AYES:** Craig, Tate, Klein, Jones, Leroé-Muñoz, Sayoc, Cappello, Pepper, Showalter, Phan, Wolbach

**NOS:** Cristina (Campbell)

**Abstention:** none

**Absent:** Cupertino, Santa Clara, Los Altos Hills

#### **City Manager Report**

Amy Chan (SCCCMA, Cupertino Interim CM) The City Managers met and heard 2 Leadership Academy presentations: Succession Planning & Emergency Management.

#### **Cities Selection Committee Appointee Report**

Los Altos City Council Member Jeanne Bruins, Metropolitan Transportation Committee (MTC) and discussed the Housing Incentive Pool (HIP) and Affordable Housing Law Compliance which is an incentive program.

#### **Executive Director Report**

Andi Jordan reported that the eleven of the fifteen cities had representation at the Census planning meeting. Next meeting is October 22<sup>nd</sup> in Sunnyvale Public Library, 1-3 PM. The group is looking to utilize neighbourhood groups to help get the word out about the Census.

**Public Comment:** none received.

#### **Joys & Challenges**

**Larry Klein:** challenge – City of Sunnyvale kicked off a study on district elections and then received a California Voting Rights Act letter last week.

Joys Gun buyback program with \$55,000 set aside collecting 567 guns with \$1300 left over.

**Jan Pepper:** California Public Utilities Commission ruled against CCAs which could substantially raise fees that people pay when switching their electricity provider from Pacific Gas & Electric Co.

**Adjournment** until November 8, 2018, 7PM, Sunnyvale City Hall

\*\* Cities Selection Committee will meet on November 8, 2018 at 6:30PM

2018 Membership Dinner Budget: ticket prices based on \$75 member ticket - \$100 non member

	estimate	actual		
number of members	60	85		
non members	10	10		
	<u>Budget</u>	<u>Budget</u>	<u>Date Paid</u>	<u>Notations</u>
<b><u>Income:</u></b>				
member registrations: \$75.	\$4,500.00	\$6,375.00		
non-members: \$100.00	\$1,000.00	\$1,000.00		
total income	\$5,500.00	\$7,375.00		
<b><u>Expenses</u></b>				
Appetizers, Dinner, Dessert, bar service, coffee & tea service, linens - \$73.25/person	\$5,127.50	\$6,958.75		
Rentals: tables, chairs, linens (included) service, tip, tax				
venue/wine/per guest 44.95/perperson	\$3,146.50	\$4,270.25		
comped tickets (staff/award recipient)				
Insurance	\$200.00	\$200.00		
caterer non refundable deposit	\$400.00	\$400.00		
<b><u>Program Expenses</u></b>				
Entertainment: Los Altos Stage Company	\$500.00	\$500.00		
First Place Cities Champion Award	\$200.00	\$200.00		
Recognition Award to President	\$200.00	\$200.00		
Centerpieces/Decoration	\$500.00	\$500.00		
photo booth	\$200.00	\$200.00		
Event supplies: name cards, frames, certificates, badges	\$350.00	\$350.00		
miscellaneous	\$1,000.00	\$1,000.00		
<b>Total Expenses</b>	<b>\$11,824.00</b>	<b>\$13,779.00</b>		
budget approved at 13,000				
income \$4225				

**Net Cost** \$6,324.00 \$6,404.00  
per person cost \$90.34 \$67.41  
budget approved at 13,000  
income \$4225 (65 x \$65)  
budget = \$8775 (net) \$135/person





**REQUEST TO PRESENT TO THE BOARD OF DIRECTORS**

Return to [executive\\_director@citiesassociation.org](mailto:executive_director@citiesassociation.org) at least 2 weeks prior to the Board Meeting for consideration.

**NAME OF ORGANIZATION:** ISLAMIC NETWORKS GROUP (ING)

**Name of Contact Person:** Raania Mohsen, Community & Civic Engagement Manager

**Phone:** 408-398-3025

**Email:** [raania@ing.org](mailto:raania@ing.org)

**Presenters:** Maha Elgenaidi, Executive Director; Raania Mohsen

**REQUEST (WHAT WILL BE PRESENTED):**

The presentation will include an overview of ING’s 25 years of service and experience at the local, state, and national level in pursuing peace and countering all forms of bigotry through education and interfaith engagement within the framework of the First Amendment’s protection of religious freedom and pluralism.

As you may know, the divisive national political attitudes have invoked a disturbing trend of fear mongering and bigotry towards vulnerable populations, based on their ethnic heritage, gender, and religion. This has led to significant increases of bullying in our schools and hate crimes in our region and across the nation, even at higher rates when compared to after 9/11. Unfortunately, much of these incidents occur due to bias towards religion and ethnicity. According to studies, this type of bias can be most effectively prevented through education. ING specializes in providing education in collaboration with community and interfaith organizations and is currently reaching out to the civic community and regional policy leaders as an effort to build awareness about educational programs available to your community organizations, schools, educators, law enforcement, health institutions, and work places.

Since 1993, ING has reached millions of individuals and hundreds of groups a year at the grassroots level by building relationships, understanding, and peaceful communities of all types of backgrounds through programs that include: presentations, trainings, social media campaigns, and online curriculum on topics related to cultural awareness and building bridges. Regionally, ING works across five counties: SCC (25%), SF (15%), SMC (20%), Contra Costa (20%), Alameda (20%). Much of our work and headquarters is in Santa Clara County. Nationwide, we have a number of affiliates, over 20, that also provide our services through presentations and trainings.

### **RELEVANCE TO THE CITIES ASSOCIATION:**

In wake of the federal government's policies on immigration enforcement, in 2017 the Cities Association pledged to protect minority constituents and advance its commitment to equity across communities. The Board approved and recommended adoption of a resolution to its 15 membership cities reaffirming cities' commitment to a diverse, supportive, inclusive community and to protecting the constitutional rights of its residents. Of the 15 Cities of Santa Clara County, 11 of the cities have adopted specific resolutions or are taking action in support of immigrants and minority populations. ING, its mission, and programs align with the Cities Association's priority and value for inclusiveness and contribute to building the civility and respect we want to see upheld by everyone.

### **WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?**

1. Kindly provide a letter of support in honor of ING's 25 years of service to community promoting cultural literacy and mutual respect.
2. Consider hosting or partnering on an event with ING and other organizations to promote cultural literacy, inclusiveness, and education. Examples of past and future partnerships include:
  - Three-part series of forums on *Understanding Islam* in collaboration with SCC BOS Joe Simitian and Commonwealth Club, April – May 2018  
<https://ing.org/commonwealth-club-launches-understanding-islam-series-moderated-by-santa-clara-county-supervisor-joseph-simitian/>
  - *Public Hearing on Bullying Awareness* with Assembly Member Kansen Chu and Select Committee on Hate Crimes; co-hosted with SCC BOS Dave Cortese and Cindy Chavez; October 12, 2018, 4 – 6:30 pm; hear from local leaders, experts, parents and students on challenges and collaborative solutions.

### **MATERIALS TO BE SENT TO SUPPORT PRESENTATION:**

PowerPoint Presentation; Support Letter Template



Bay Area Air Quality Management District

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# Report to the Cities Association Board

November 8, 2018

Rod Sinks, Liz Kniss  
Cities Association Appointees  
to BAAQMD



# Selected Current Activities

- Evolving Tech for Air Quality Monitoring & Modeling
- Protecting Human Health
- Protecting Climate
- Mitigating South Bay Odors



# Traditional AQ Monitoring

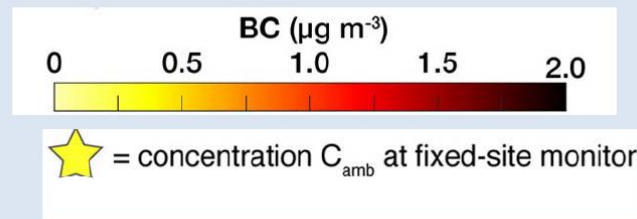
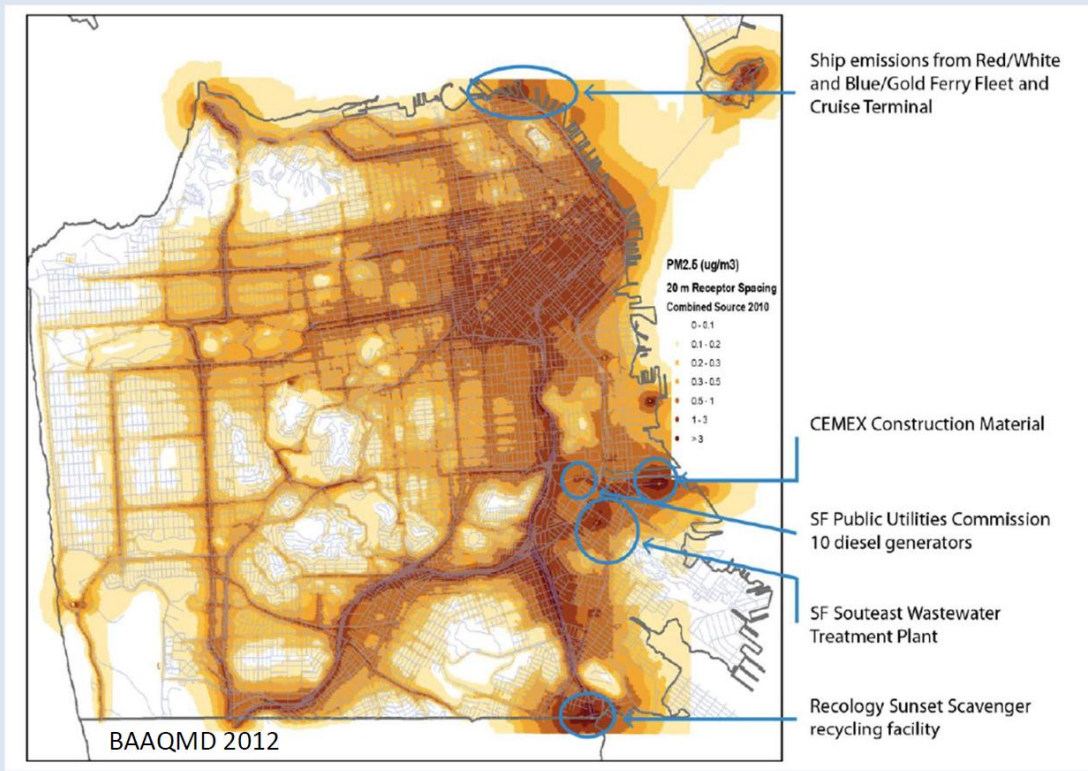


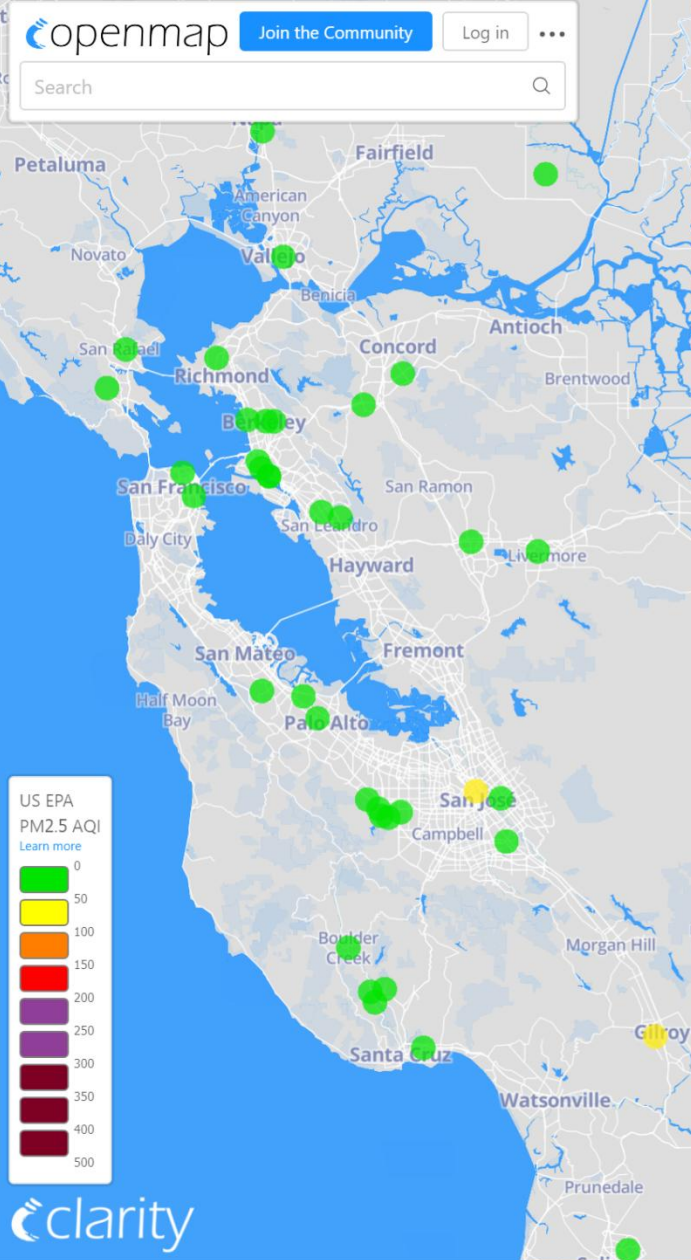




# Modeling & Mobile AQ Monitoring

## Modeled PM<sub>2.5</sub> Contribution from Multiple Sources in San Francisco





# Consumer AQ Monitoring

Clarity

Join the Community OpenMap About



## Clarity Node - Community Edition

\$229.00

Node Wifi



1

ADD TO CART



The Clarity Node is a new generation air pollution sensor that accurately monitors the level of ultra-fine dust (PM2.5) in the air. This Community Edition is designed for community air monitoring and data sharing on [OpenMap](#), Clarity's open data portal with air quality measurements from all over the world. The small, rugged device measures PM2.5, temperature, and relative humidity, taking less than 10 minutes to set up and start uploading air quality measurements to Clarity OpenMap.

### Features:

- Real-time PM2.5, Temperature, & Relative Humidity data
- Durable and weatherproof: rated IPX3, UV resistant, & FCC certified
- Automatically uploads data to Clarity OpenMap via WiFi
- Sensor dashboard to monitor device activity
- Externally powered via adapter (Type A plug included)

We encourage you to submit suggestions and feature requests through the [OpenMap contact form](#).

If you are interested in a solar powered/cellular device measuring more pollutants (NO2, PM1, PM10, etc.) or Smart City applications (hotspot detection, policy assessment, etc.), please visit our main website at [clarity.io](#) or contact us [here](#).

Find the right product for you. Compare our **15 of 24** g services [here](#).

11/06/2018





# Protecting Human Health

- **Toxins: Regulation 11 Rule 18** (adopted Nov '17)
  - Will reduce cancer risk mitigation threshold from all Bay Area stationary sources from 100 to 10 excess cancers per million people
- **Particulate Matter: Regulation 6** (adopted Aug '18)
  - Key driver of cardio-vascular health
  - New requirements for dust mitigation from industrial and construction sites
  - Framework for further mitigation of industrial sources of particulate matter





# Protecting Human Health

**DIESEL  
FREE BY '33**

Sign the Statement of Purpose (SOP) to commit to adopting policies to reduce diesel emissions in your communities.

Sign the SOP   Worldwide Commitments   Diesel Free Event

The Bay Area Air District is asking mayors, city and county government officials, and leaders of industry and business from all over the world to commit to going diesel free by signing the Statement of Purpose to cut diesel use to zero by the end of 2033.

<http://dieselfree33.baaqmd.gov/>



# Protecting Climate

Mission: Scale up emerging technologies that reduce greenhouse gas emissions



**Connect Emerging Technologies**



**and**

**Customers**

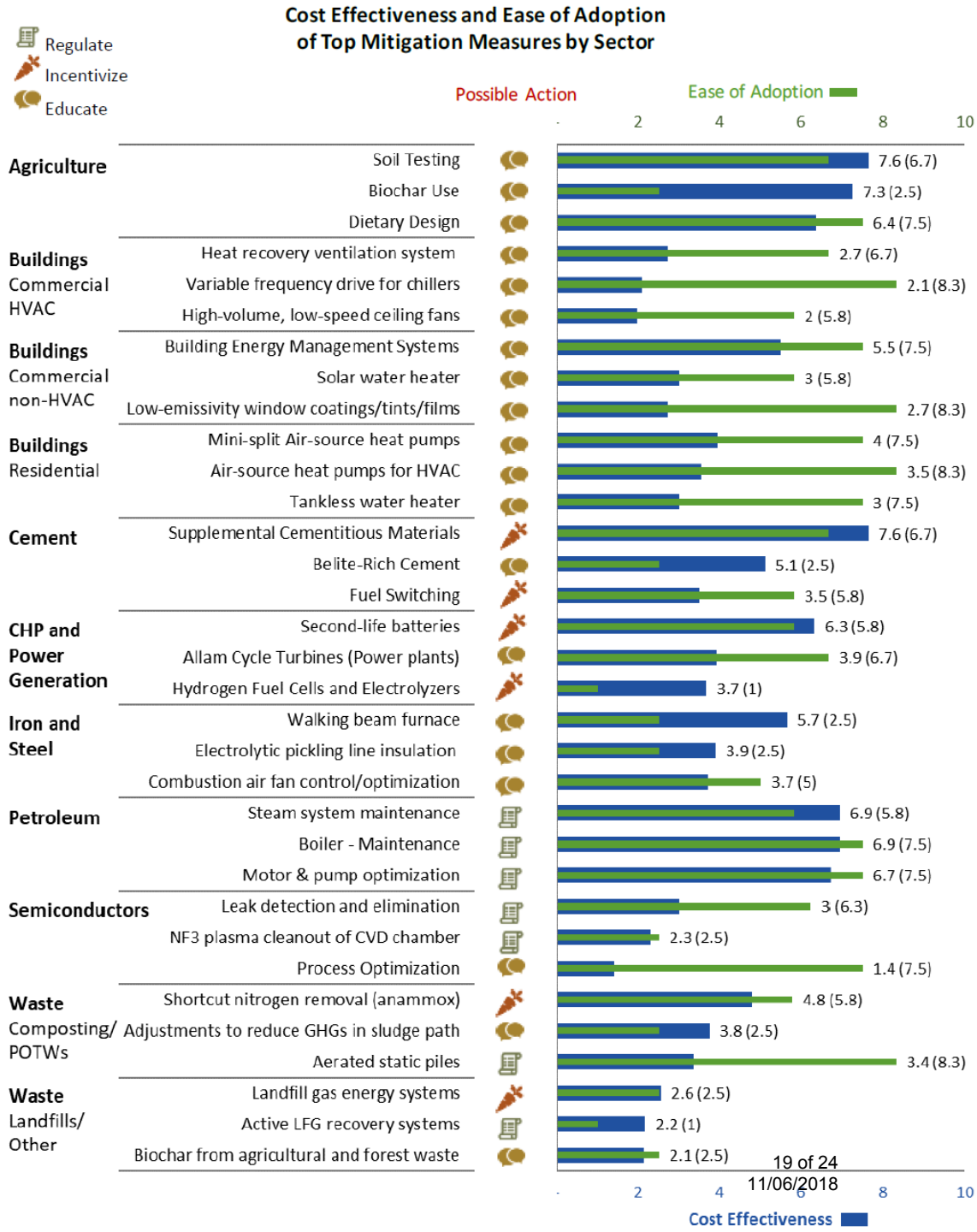


- Evaluate benefits and costs of emerging technologies, identify technologies with high-potential for impact and scale
- Educate customers and offer matchmaking services
- Loans, loan guarantees, grants and financing partnerships



# Protecting Climate

## Climate Technology Review: An Assessment of Opportunities to Reduce Greenhouse Gas Emissions at Stationary Sources in the Bay Area October 2018 (report available at [baaqmd.gov/ctf](http://baaqmd.gov/ctf))







# Climate Tech Marketplace

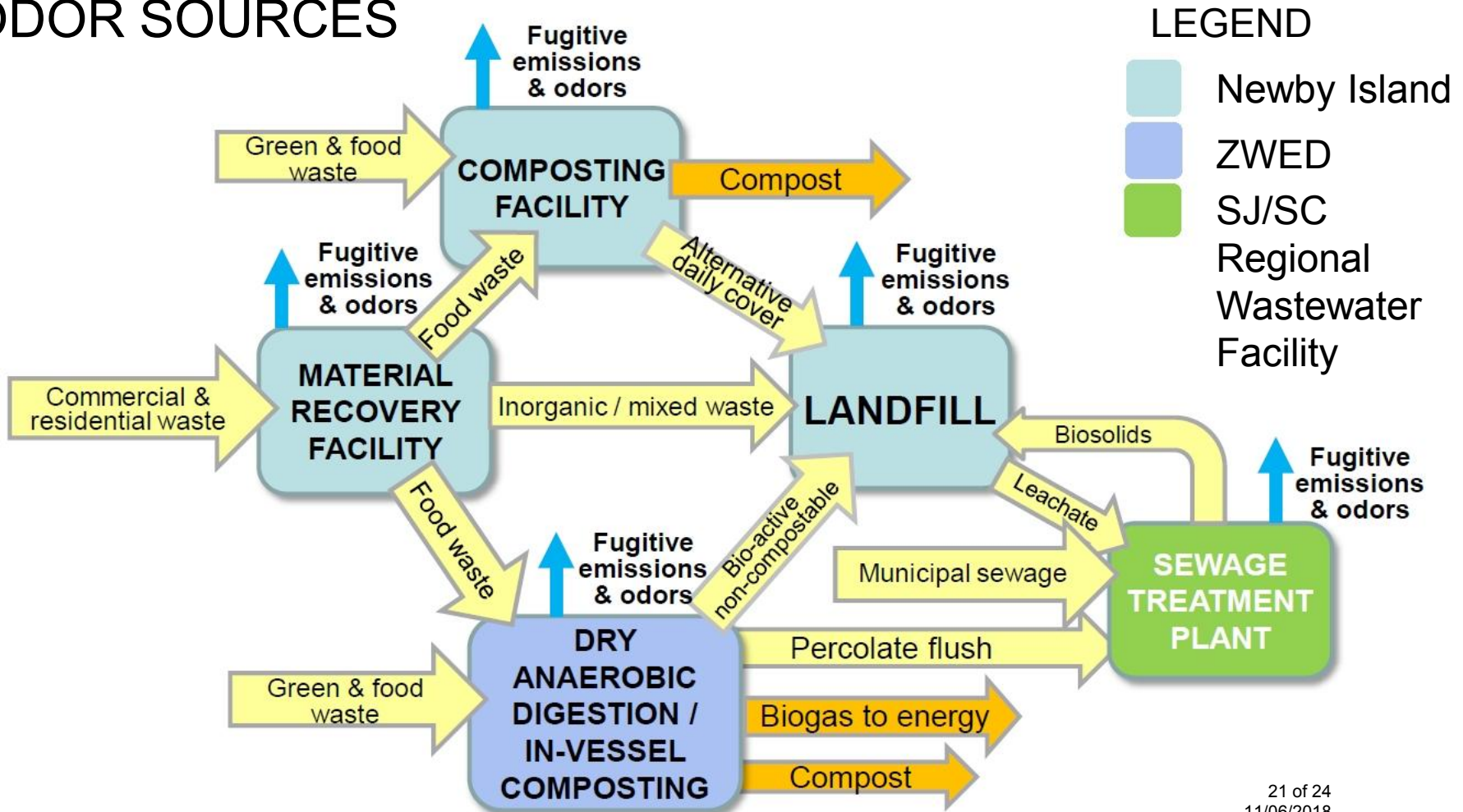
*September 13, 2018*





# Mitigating South Bay Odors

## ODOR SOURCES







# Mitigating South Bay Odors



## Enforcement Actions

### **International Disposal Corp of CA (Newby Island)**

- 12 Public Nuisance violations for garbage odors at Material Recovery Facility (MRF)
- 1 Public Nuisance violation for biosolids odor
- 7 violations for Reg 8-34, landfill surface & component leaks
- 3 permit violations
- 2 source test violations

### **Zero Waste Energy Development (ZWED)**

- 17 permit violations

### **San Jose Santa Clara Regional Wastewater Facility**

- 1 Public Nuisance violation for biosolids odor
- 2 permit violations



# Mitigating South Bay Odors



## Next Steps

- Continue Air District Enforcement & Engineering efforts in coordination with LEA to ensure compliance of operations
- Update Complaint Policy & Procedures
- Rule Development Work:
  - Amend Regulation 7, Odorous Substances
  - Develop Rule 13-2, Organic Materials Handling
  - Develop Rule 13-3, Composting Operations



## Board of Directors Meeting – Agenda Report

**Meeting Date:** November 8, 2018

**Subject:** **2019 Executive Board Election**

**Attachments:** **none**

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At the October 2018 Board of Directors meeting, the Nominating Committee (Sinks, Showalter, Klein) submitted the slate of candidates for the 2019 Executive Board. The slate is:

President: Manny Cappello, Saratoga  
1st Vice President: Pat Showalter, Mountain View  
2<sup>nd</sup> Vice President: Larry Klein, Sunnyvale  
Secretary/ Treasurer: Marico Sayoc, Los Gatos  
Legislative Action Committee Chair: Chappie Jones, San José  
Past President: Rod Sinks, Cupertino

Per the by-laws, “additional nominations may be made from the floor at the meeting where the election is to be conducted, providing the consent of the nominee has been secured.”