

# IHTA

Island House Tenants Association, Inc.

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<http://islandhouse.us>

**Date:** September 14, 2009  
**From:** Frank Farance, IHTA Secretary  
**To:** IHTA Members  
**Via:** Door-Drop, Glass Case, E-mail  
**Subject:** Procedures for Recommendation Ballot on September 25-26, 2009

Graham Cannon, Chair  
Lee Edelman, Vice Chair  
Mario Naves, Vice Chair  
Frank Farance, Secretary

Geoffrey Kerr, Treasurer  
Renato Folla, Director  
Francine Lange, Director

## **Ballot Question**

On September 25-26, you will be asked whether or not you recommend the IHTA Board sign the document that describes the main elements of the affordable conversion proposal. The owner, DHCR, RIOG, and other entities are interested in a signal from the tenancy as to whether or not they should proceed with the formal offering and the work necessary to extend the building ground lease and the tax equivalence payment abatements, which would involve substantial effort and cost

**By signaling to proceed the Island House tenants (both individually and collectively) give up no rights and do not commit us (both individually and collectively) to anything. THIS IS NOT A DECISION TO BUY, BUT A PREFERENCE VOTE TO SIGNAL OUR INTEREST IN WHETHER WE WANT TO MOVE FORWARD.**

If the owner proceeds, as explained by our attorney Stuart Saft, the owner will then need to prepare an offering document: the "Red Herring" that the tenancy (individually and collectively) can comment upon to the Attorney General and, if he approves the plan, around early 2011, we would receive the Black Book (the actual, formal offering) in which we have 90 days to choose to buy as insiders or stay as protected renters.

## **Timing**

The ballot process is similar to the annual election process. The ballot will be held over two days: Friday, September 25, 2009 from 12 noon to 9 pm, and Saturday, September 26, 2009 from 9 am to 6pm. On the evening of September 26 after the voting has closed, the ballots and absentee ballots will be counted and the results announced immediately thereafter.

## **Proxies**

Members may permit proxies to vote for them. A proxy-holder must be another Island House member. A member may hold up to two proxies (see By-Laws Article 2, Section 10). Proxies may be established for up to 6 months in duration. To establish a proxy, the proxy must contain the following information (see <http://islandhouse.us/elections/forms> for a sample of a proxy form): (1) identify himself/herself; (2) identify his/her building/apartment; (3) identify the proxy-holder; (4) identify the proxy-holder's building/apartment; (5) identify the duration of the proxy (maximum: 6 months).

## **Absentee Ballots**

Absentee ballots requests may be sent to the IHTA Secretary up through September 23, 11:59 pm Eastern Time; send your request to the Secretary via the lockbox or via E-mail to [ihta-elections@islandhouse.us](mailto:ihta-elections@islandhouse.us) and include your: (1) name; (2) building/apartment; (3) telephone (for verification); (4) E-mail address (if the proxy was sent via E-mail); (5) which method of receiving the ballot form: web, E-mail, phone, or fax (member must supply E-mail, phone, or fax number, as appropriate.); (6) which method of submitting absentee ballot: postal mail, courier, fax, or E-mail

(member must identify which method of delivery they are choosing). The person making the request must be a leaseholder (remember: only one vote per apartment). **Absentee ballots are to be received no later than noon September 26.**

### **Proofs of Identity for Voting**

There are two requirements. Requirement #1: The person presenting himself/herself is a leaseholder. Requirement #2: The person presenting himself/herself is who they are. For #1, at least one of the following is acceptable: the leaseholder's name is on the copy of lease (the tenant may bring a copy); or, the leaseholder's name is on RY Management's records; or, the leaseholder name is on a rent receipt; or, RY Management provides a written affirmation that the person is a leaseholder. For #2, the following is acceptable: photo ID issued by a government entity.

### **Voting Monitoring Plan**

At all times, the election will be monitored by non-Island House residents whose role is as neutral observers. Any Island House member may observe all aspects of the election and its tally. At least 2 election monitors will verify identity and receive ballots from members. The ballot box will be sealed in a tamper-evident method (e.g., evidence tape) on September 25 at 11:30 am, just prior to the start of the voting. For the evening of September, the ballot box will be kept overnight in a secure, tamper-evident manner.

### **Voting Method**

You may vote Yes, No, or Abstain. Ballots with more than one response will be rejected.

### **Unit Members Voting Conflict Resolution**

All ballots, after being filled out, will be inserted in a uniquely numbered envelope, sealed and put in the ballot box. The number of the envelope will be recorded next to that member's signature on the sign in sheet. Should another member from the same unit dispute the vote cast by the first member during the course of the election, that unit's members must resolve their differences and present themselves together before the polls close at 6:00 pm, Saturday, September 26. A new ballot will be issued to them and sealed in a new envelope with a new unique number. When the polls close and the ballot box is opened the envelope in dispute will be removed and destroyed. Should the members from the unit in dispute not resolve their dispute before the polls close, the disputed envelope will be removed and destroyed and no vote will be recorded for that unit. All envelopes with valid ballots will be opened and all the ballots put together and then counted.

### **Tally and Ballot Results**

The votes and absentee ballots will be tallied when the voting is closed on September 26 at 6:00 pm. The results of the vote will be announced at the close of the tally. Any Island House member may observe all aspects of the election and its tally.