

# EMPLOYEES' RETIREMENT SYSTEM OF THE CITY OF BALTIMORE

## ANNOUNCEMENT OF TRUSTEE ELECTION

### FOR TWO (2) ACTIVE EMPLOYEE MEMBER REPRESENTATIVES

The Board of Trustees of the Employees' Retirement System of the City of Baltimore ("ERS") announces that an election will be held for two (2) Active Employee Representative Trustees on Tuesday, **December 19, 2023** both for a term of office beginning January 1, 2024 and expiring December 31, 2027.

Only active employees who are members in either the A, C, or D ("Hybrid") Plan of the ERS as of October 1, 2023 are eligible to run for the position of Trustee and to vote in the election. No members of the Non-Hybrid Plan under the Retirement Savings Plan (RSP) are eligible for candidacy or voting in this election. The election will be conducted by paper ballot. This is a non-paid position.

### RESPONSIBILITIES AND DUTIES

**A trustee** is a fiduciary responsible for the general administration and operation of the ERS, Elected Officials' Retirement System ("EOS") and City OPEB Trust in accordance with Article 22, Baltimore City Code; attends monthly meetings to review and approve the general operation and investment performance of the Systems, and legislation pending before the City Council.

### ELECTION PROCEDURES

To become a candidate, a member must obtain an official Petition for Candidacy at the Retirement Systems' Office. **Petitions will be available beginning Thursday, June 15, 2023 through Thursday, October 5, 2023. Members will come to the ERS office and see Donna Bowen to file an application. Days to apply will be Mondays, Wednesdays and Thursdays between 9:00 a.m. and 3:00 p.m.** On the petition the member must collect a minimum of 200 signatures of active employees who are members of the ERS. The candidate must file the petition, an electronic photograph, plus a biography of 250 words or less, with the ERS via email using [election@bcers.org](mailto:election@bcers.org) by **4:00 p.m. on Monday, October 9, 2023**. A petition filed after this day and time will **not** be accepted.

Upon submission of a complete and timely petition which contains the required number of valid signatures, the candidate will qualify for entry on the ballot.

Provided three (3) or more candidates are petitioned to the ballot, on or before **Tuesday, November 14, 2023**, an official ballot packet will be mailed to each qualified member of the ERS. Members will have three (3) voting options: by mail, online or telephone. Only one voting option per member will be accepted. For example, if you vote by mail, you cannot vote by telephone. Instructions for all voting options will be provided in the ballot packet. If voting by mail, the member will mark the ballot and mail it in the envelope addressed to the Election Company. The two candidates receiving the highest number of votes shall be declared the winners of the trustee election.

**PLEASE NOTE:** Ballots will be mailed to the member's home address on record with the ERS System. Ballots returned to the Retirement System because of an incorrect home address will **NOT** be forwarded. Anyone eligible to vote who does not receive the mailed ballot must call 1-800-273-0726 or 215-731-2280 for assistance.

All mail ballots will be received by the Election Company until Tuesday, **December 19, 2023**. Only ballots which have been received by the December 19<sup>th</sup> deadline will be counted. Online and telephone voting will be allowed until the same December 19<sup>th</sup> deadline.

If only two (2) candidates are petitioned to the ballot, the Executive Director is not required to print and distribute ballots. The Executive Director shall notify the Board of Trustees at its **October 19, 2023** meeting and the Board shall declare the two candidates as the Active Employee Representative Trustees to serve on the Board of Trustees.

All candidates will be notified of the election results. If you have any questions, please telephone Donna Bowen at **443-984-3180**.

*David A. Randall, Executive Director  
Employees' Retirement System*