

**Village of Hawkins  
MEETING AGENDA  
Caucus**

DATE: January 5, 2026  
TIME: 5:00 P.M.  
PLACE: Hawkins Community Center  
509 Main Street

- I. Call Caucus to Order
- II. Confirm all attendees have signed the attendance sheet
- III. Purpose of Caucus
  - i. To nominate persons for the positions of Three (3) Trustee Positions. 2 year terms
- IV. Nomination of Caucus Chair
  - a. Motion:
  - b. Second:
- V. Chair opens nominations for Village Trustee #1
  - a. Ask for nominations
    - i. Motion:
    - ii. Second:
  - b. Call three times for more nominations
    - i. Are there any more nominations?
    - ii. Are there any more nominations?
    - iii. Are there any more nominations?
  - c. Chair closes nominations for Village Trustee #1
- VI. Chair opens nominations for Village Trustee #2
  - a. Ask for nominations
    - i. Motion:
    - ii. Second:
  - b. Call three times for more nominations
    - i. Are there any more nominations?
    - ii. Are there any more nominations?
    - iii. Are there any more nominations?
  - c. Chair closes nominations for Village Trustee #2
- VII. Chair opens nominations for Village Trustee #3
  - a. Ask for nominations
    - i. Motion:
    - ii. Second
  - b. Call three times for more nominations
    - i. Are there any more nominations?
    - ii. Are there any more nominations?
    - iii. Are there any more nominations?
  - c. Chair closes nominations for Village Trustee #3
- VIII. Draw names for placement on ballot
  - a. Village Trustee #1
  - b. Village Trustee #2
  - c. Village Trustee #3
- IX. Chair asks for a motion to adjourn
  - a. Motion:
  - b. Second: