

## **ARTICLE FOUR – ELECTIONS**

### **Section 1 - NOMINATIONS**

a) On or before the last business day in October, the President will select **one out-going board member to chair the Nominating Committee (“Committee”) and one non-Board Member, who is a Member of the Club in good standing, to chair the Elections Committee. The Nominating Committee chair may recruit up to two Members of the Club in good standing, including out-going board members to assist in his duties.**

b) The **Nominating** Committee shall recruit volunteers willing, able, and eligible to serve on the Board. However, to be eligible to run for the Board of Directors, a candidate must be a Member in Good Standing for a minimum of one year as of the date of the election.

c) The Committee shall also accept nominations by petitions signed by at least three Members in Good Standing (in addition to the nominee).

d) With a sufficient number of nominees secured, nominations shall be closed as of the end of the day on December 31st.

e) The Chairperson of the Committee shall present the list of nominees to the Board for distribution by the Secretary on the first business day following January 1st.

f) With the provisions of this section having been satisfied, the Election shall be conducted in accordance with the provisions in Section 2 of this Article.

g) The Annual Election Day, supporting the replacement of members of the Board of Directors, is February 1st. If February 1st falls on a Saturday or Sunday, the Annual Election shall take place on the following Monday.

### **Section 2 - ELECTION PROCEDURES**

a) The Chairperson of the Election Committee (“Committee”) **shall recruit three non-Board Members, who are Members of the Club**

in good standing to serve on the Elections Committee. No member of the Election Committee may be a candidate in the election.

b) The Chairperson of the Election Committee shall be responsible for conducting the election as provided for in this section.

c) The Elections Chair ensures that ballots and envelopes are procured at least one month prior to the election.

b) Ballots shall be made available to Members, at the Club, beginning two weeks prior to the close of the election period, along with the envelopes in which to place completed ballots.

c) Members unable to be present at the election may obtain an Absentee Ballot from the Election Committee any time after the nominations have been published. Members may request absentee ballots by mail or e-mail. If requested by mail, the member must include a self-addressed stamped envelope. The issuance of such ballots shall be registered in a ledger. These ballots must be returned to the Club no later than Election Day, in a sealed envelope marked "Ballot". On Election Day, the Committee will annotate its ledger to indicate that an absentee ballot has been returned, verify that the member has not voted in person, and deposit the ballot in the ballot box.

d) The election committee shall start counting the votes at 5:01 PM on Election Day, and post the results on the bulletin board and the club website. The Committee shall follow the counting procedures as stated in Election Count Procedures attached.

e) Only official ballots will be counted. Voting by telephone, telegraph, fax or any other means is unacceptable.

f) The members elected will be installed at the next Board meeting which finalizes the election results.