

## **Election Regulations**

### **1.0 Governing Documents**

These regulations are to be used in conjunction with Section 6 of the GLBS constitution titled Election of Directors. The electoral regulations may in no way contravene the Constitution.

### **2.0 Requirement for Election**

An election of directors shall be conducted annually in conjunction with the annual general meeting or if a position on the board of directors becomes vacant more than four (4) months prior to the annual general meeting, a by-election for the vacant position will be conducted at a meeting of members called for that purpose.

### **3.0 Chief Returning Officer**

Elections shall be presided over by a Chief Returning Officer (CRO). The CRO is appointed by the directors from amongst the membership and may be a director of the Society provided he or she is not standing for re-election. The CRO should be an individual who has demonstrated an ability to follow the rules and regulations to ensure a fair election process. The CRO shall appoint Deputy Returning Officers (DRO's) as required and in accordance with the same qualification requirements as applies to the CRO.

### **4.0 Election Timeline**

The election date shall be announced to the membership by email at least four (4) weeks prior to the election. Nominations shall be closed at least one (1) week but not more than ten (10) days prior to the election date. The appointment of a CRO shall be announced at least four (4) weeks prior to the election date. The chief returning officer shall conduct the nomination process as outlined in section 5.

### **5.0 Nomination Procedures**

- 5.1 Nomination forms, information, and instructions shall be e-mailed to the membership of the Society at least four (4) weeks prior to the election date.
- 5.2 Nomination information shall indicate the following: the number of vacant positions on the Board, the closing date of nominations, the election date, and the return mailing address of the Society.
- 5.3 Nominations shall be accepted until 6 p.m. of the closing date of nominations. The nomination period may be extended by the CRO if fewer than nine (9) nominations are received by the closing date.
- 5.4 In the case of between nine (9) and thirteen (13) members being nominated for election to the Board, all shall be declared elected by acclamation.

- 5.5 The Chief Returning Officer shall inform the nominees and the membership by email, the names of all duly nominated members as soon as the names are known.

## **6.0 Campaign Regulations**

- 6.1 At no time may any sitting director or the Board of Directors as a whole, publicly campaign on behalf of a member who is nominated for election.
- 6.2 All candidates for election shall each submit a photograph and a short message, to the CRO for posting in last name alphabetical order to the GLBS web site.
- 6.3 The CRO shall make available to each member attending the election meeting, a copy of the candidate messages as they appear on the web site.

## **7.0 Election procedures**

- 7.1 Elections with more than thirteen (13) candidates nominated for the Board of Directors shall be conducted by secret ballot at a meeting of members called for that purpose. One ballot shall be available to each member in good standing of the Society at the annual general meeting or other meeting at which an election is to take place.
- 7.2 Candidates may not be present during the counting of ballots. The CRO shall appoint three (3) scrutinizers from amongst the membership who shall witness the count on behalf of the candidates.
- 7.3 In the presence of the scrutinizers, the CRO shall conduct the counting of ballots and shall determine valid and invalid ballots.
- 7.4 Any candidate may request a recount. Should one or more candidates request a recount, there shall be only one (1) recount for any one election.
- 7.5 As soon as they are known, the election results shall be announced by the CRO to the incumbent officers, nominees, members, and to the retiring officers of the Society.
- 7.6 In the case of a tie vote that affects the thirteenth directorship, a run-off election of the candidates in question shall be held at the same meeting.
- 7.7 All nomination forms and ballots shall be the property the Great Lakes Blues Society and stored for one (1) week following the announcement of election results.
- 7.8 The District Returning Officers shall ensure that everyone attending an election meeting is a member in good standing of the Great Lakes Blues Society by verifying his or her membership status before he or she enters the meeting room.