

Independence Chapter Election Committee Recommendations
As Approved by the chapter Board of Directors and Chapter Membership

Nomination Process

** In order to run for an officer or trustee position a member must attend a minimum of 6 of the last 12 chapter meetings prior to the nomination process. During the nomination process, the Secretary will verify the required past attendance.

** In order for a member to run for a Board/Trustee position or to vote in chapter elections, they must have declared Independence Chapter as their Home Chapter a minimum of 3 (three) months prior to the nomination process. A member may not change home chapters for elections purposes only.

** The Supervisor of Elections is selected by the President or presiding officer at the March Meeting prior to the nominations being opened. The selection must be approved by a chapter vote of confidence on the selection.

** The Supervisor of Elections chooses two assistants. The Supervisors of Elections and assistants are eliminated from running for an office in the election.

** Nominations shall open at the start of New Business at the March general membership meeting and at the start of Old Business at the April meeting. Nominations will close at the end of April meeting.

** The Membership Trustee will verify that all nominees are valid members from the end of April through the nomination process and election.

** May and June Newsletter shall run a small bio of each candidate running for an elected office.

**Chapter Elections shall run the month of May through June. Elections shall close at 7pm the start of June general membership meeting.

** Members running for offices must be present the day of elections to accept office. Persons not present will be considered withdrawn from the election unless excused with proper notification to the Chapter President or Supervisor of Elections.

Voting Process

** At the beginning of the election process, the Sergeant of Arms provides the Election Supervisor the empty, locked, sealed ballot box. The ballot box must remain locked and sealed until election night. The Sergeant of Arms keeps the only key(s) to the ballot box.

** A current membership list will be provided to the Supervisor of Elections prior to elections. Prior to receiving a ballot a member must show a photo ID and sign the membership list in order to receive a ballot. A membership **MUST** be current through the election process in order for their vote to count. The Membership List is **NOT** to be copied by any member of the Election Committee.

** When ready to cast their vote, a member must identify themselves with a photo identification, sign the membership list, and immediately cast their ballot.

** A member may cast only one vote. Proxy voting is not permitted. All votes must be cast in person or by absentee ballot.

** No one is permitted within 15ft of the ballot box during voting with the exception of the person casting his/her vote and the Supervisor or Assistant Supervisor of Elections.

** A person must be a member of the Chapter by April 1 to vote in the current election year.

** A member may cast only one vote.

Absentee Ballots

**If a member is unable to be present for the voting process, he/she may request in writing to the Supervisor of Election an Absentee Ballot. All requests must include your legal name, current address, a copy of a photo ID, and your membership number. Requests must be received no later than June 1.

Absentee ballots shall be mailed to the home of the Supervisor of Elections. The envelope shall have **BALLOT clearly marked on it. Return Absentee Ballots **MUST** be postmarked by June 15. Envelopes are to be retained sealed until the time of counting. All ballots received after Election Night will be considered null and void regardless of postmark.

Counting and Tally Process

** The Supervisor of Elections and the assistants shall each complete an election tally sheet. These sheets shall include the counted number of actual votes for each candidate, number of absentee votes for each candidate, total tally for each candidate, and the counter's name and signature. The Supervisor of Election shall complete a Reporting Tally sheet, which will be used to report election results.

**There shall be the Sergeants-at-arms and an Assistant Sergeant-at-Arms present during the counting of ballots to oversee the process and maintain security.

** The Election results will be announced at the end of Old Business.

** The Supervisor of Elections will request the membership if there are any protest or count challenges. The Supervisor of Elections will release the official tally to only those candidates in the race being challenged. Candidate must file protest or demand a recount only during the night of the elections.

** After challenges, if any, are resolved, election winners assume responsibility for their positions at the end of old business, and continue those duties through the remainder of the June meeting.

** The Supervisor of Elections shall retain the Ballots, Tally sheets, absentee ballot envelopes and membership list in the sealed ballot box for a period of 10 days. The Membership List must then be returned to the Membership Trustee. All other paperwork is to be destroyed.

**The Officers of the Chapter shall be elected for a minimum of 1year term with no maximum number of consecutive terms in office.