

Blackmud Creek Community League Election Policy & Procedures

1. CANDIDATE ELIGIBILITY

1.1. Nominating Process: AGM or SGM

- 1.1.1. When end-of-term vacancies will occur, members in good standing may be nominated to be a Director on the Board for the next period, either by the Board or by a member in good standing with written support from 6 other members in good standing at least 20 days prior to the Annual General Meeting (AGM) or Special General Meeting (SGM). Any member in good standing can nominate no more than one candidate to the Board slate for election at each AGM or SGM.
- 1.1.2. Only members in good standing who have previously served on the Board can be nominated to be President or Vice-President.
- 1.1.3. Members cannot be nominated to the Board if their election will represent a conflict of interest or perceived conflict of interest.

1.2. List of Candidates: AGM or SGM

- 1.2.1. The Board will prepare a list of the names of all eligible nominated candidates 7 days prior to the Annual meeting for distribution to all members via email and on social media.

1.3. Nominating Process: Non-AGM and Non-SGM

- 1.3.1. If a resident of the community league is interested in joining the Board during a term, the President or Vice President in the absence of a President will meet the individual in person. The community league and the responsibilities of vacant board positions will be discussed, as well as the time commitment of being on the board. If the resident will be a good fit for the Board, the President or Vice President in the absence of a President can add the nomination of the resident to a specific board position to the agenda of the next Board meeting.
- 1.3.2. Only members in good standing who have previously served on the Board can be nominated to be President or Vice-President.
- 1.3.3. Members cannot be nominated to the Board if their election will represent a conflict of interest or perceived conflict of interest.

1.4. Volunteer Screening

- 1.4.1. All successful nominees must submit the necessary background checks and pass them to remain in a nominated position, as outlined in the BCCL Volunteer Screening Policy.
- 1.4.2. A nominee for Secretary or Treasurer that has not previously been on the Board cannot be a signing authority until all checks are passed.

2. VOTING PROCESS

2.1. AGM and SGM Check-In

- 2.1.1. All AGM and SGM attendees will check in at the entrance. A member with a valid membership card and appearing on our current membership list can vote. A family membership is eligible for two votes and a single membership is eligible for one vote. All eligible voters will receive identification to indicate that they have a vote. A membership can be purchased on site to be eligible

to vote.

2.2. Voting: AGM and SGM

- 2.2.1. Members are permitted one vote per Director position.
- 2.2.2. A show of hands will be used for voting.
- 2.2.3. Only members with identification indicating that they are eligible to vote will be counted.
- 2.2.4. In cases where there are more than one eligible nominee for a position candidates must be elected by a majority vote. They must have more than half the votes. If a majority is not met, a candidate will not be elected, even if it results in a vacant position.
- 2.2.5. In cases where there are only one valid nominee for a position, if the nominee is a current board member they will be elected by acclamation without a vote being required.
- 2.2.6. A secret ballot will be used if requested by 4 members in good standing at least 5 days prior to the AGM or SGM, or if decided by the Board with a majority vote at a Board meeting.
- 2.2.7. In the case of a secret ballot, two people who have no personal interest in the outcome of the election will count the votes. These individuals could be City of Edmonton staff or members in good standing who are not running for a position on the Board and do not have a family member running for a position on the Board.

2.3. Voting: Non-AGM and Non-SGM

- 2.3.1. If nominated by the President or Vice President in absence of a President, a candidate can be elected to a vacant Board position at a regular Board meeting when a quorum is established.
- 2.3.2. Regardless of the quorum established, the majority of the Board must vote in favour of a nominee. In some cases this may require a unanimous vote.
- 2.3.3. If a successful nominee does not have membership to the league, they will be given one for free once they are on the Board.