

REGULATIONS FOR CONDUCTING PROVINCIAL/STATE DISTRICT 18 BOARD OF DIRECTOR REPRESENTATIVES

I. NOMINATION OF CANDIDATE: Each member of District 18 desiring to be a candidate for District 18 Board of Directors shall declare his or her own nomination by filing a written declaration of candidacy. Such declaration must be received by the District 18 Election Officer prior to January 1ST, 2008. The declaration shall contain the name, address and Unit of said candidate and may contain biographical material not to exceed 100 words. Candidates must be members in good standing of the ACBL and must reside in the State or Province for which the District Director being elected will represent.

II. BALLOTS: All persons who have filed declarations of candidacy shall be listed alphabetically on each ballot. Ballots will be mailed to Units within 4 days of the January 1ST deadline for declaration of candidacy. The District Election Officer shall also provide each Unit with 10 copies of the biographical material supplied to her by such candidates.

The voting period shall be January 10, 2008 through February 3, 2008. Ballots must (should) be postmarked no later than midnight, February 4th, 2008. To insure delivery, send "Register Mail, Return Receipt Requested". It is the sole responsibility of the Unit to see that all ballots reach the District 18 Election Officer by February 18th, 2008.

A special or regular meeting of the Unit Board of Directors, on reasonable notice, shall be held during the election period, for the announced specific purpose of voting for a candidate to the District 18 Board of Directors. The meeting must meet the Unit requirements for a quorum but, in no case shall it be less than a majority of the Board of Directors of the Unit.

Members of the Board present shall vote for the candidates listed on the Official Ballot. Write-in votes are invalid and will not be counted. Voting must be by secret ballot on the official form supplied by the District 18 Election Officer. There should be a segregated area where the member will be able to mark his/her ballot in private. Proxies and/or absentee ballots are not permitted. Units shall permit candidates or their representatives to be present at the conducting of elections.

Upon completion of the balloting, the secretary of the meeting shall collect the unopened ballots, place them in an envelope supplied by the Election Officer, seal and mail to the District 18 Election Officer without opening any of the ballots. ALL ballots, whether cast or not, are to be returned to the District 18 Election Officer. **FAILURE TO RETURN ALL CAST BALLOTS and ALL UNUSED BALLOTS WILL RESULT IN THE UNIT'S BALLOTS NOT BEING COUNTED.**

III. MAIL BALLOTS: Upon application in writing prior to January 1, 2008, and under unusual circumstances as determined by the District 18 Election Officer, a Unit may vote by mail ballot. Such application shall contain the names and addresses of Directors of the Unit. Such mail ballots shall be mailed by the District 18 Election Officer to the Unit Board members. Such mail ballots shall be mailed and returned within the time limits of the election period. (Instructions from the District 18 Election Officer, in case of such mail ballots, shall stress the need for secrecy of the ballot.) The mailing of ballots to each individual Board member satisfies quorum requirements without regard to the number returned.

IV. RECEIPT OF BALLOTS: The District 18 Election Officer, at least 10 days and not more than 15 days before the end of the voting period, shall notify all candidates and the President of the Units affected of the non-receipt of such Units' ballots.

V. PROTESTS: The District 18 Board of Directors shall serve as a Protest Committee for elections. A protest to an election must be filed in writing and postmarked no later than ten days after the announcement by the District 18 Election Officer of the result thereof. The protest shall be affidavit form and shall specify in detail the nature of the protest. Such protest shall immediately be referred to the Protest Committee which shall proceed as follows:

- a) It shall forward a copy of the protest to each candidate in said election.
- b) It shall review the protest forthwith.
- c) As part of such review, if in its judgement it is desirable and where practicable, it shall arrange for mail ballots of Directors of the Units involved in the protest, time of return to be fixed by the Protest Committee.
- d) It shall decide the protest and mail a copy of such decision to all interested parties.

An appeal to the District 18 Board of Directors must be taken within 10 days after the announcement of the Committee's decision on the protest; otherwise, such decision shall be final. In the order of such review, the Committee may hold hearings, interrogate witnesses, examine all pertinent documents and do any and all thing necessary to decide such protest in an equitable manner.

VI. RUN-OFF ELECTIONS: In the event one candidate does not receive a majority of the votes cast, a run-off election shall be held between the two highest candidates. Upon disposition of any protest that should require a new election the District 18 Election Officer shall forthwith commence such run-off election. During the period of any run- off election or new election the incumbent Director shall continue in the office until his/her successor is certified by the District 18 Board of Directors. Run-off elections are to be held before May 1.

VII. NULLIFICATION OF ELECTION: The death of a candidate, opposed or unopposed, during the period of January 1 to February 3, shall nullify the election in progress.

VIII. NOTIFICATION OF UNIT VOTE ALLOCATION: Each Unit, and each candidate who has filed Declaration of Candidacy, shall be advised on or before January 1 of the year of the election, the number of votes accorded to each Unit in the Province/State. Objections to the votes accorded to each Unit shall be filed with the District 18 Election Officer on or before January 10 of the year of the election. Such objection shall be forwarded to the Protest Committee and the procedure set forth in Section V hereof shall be followed. If no such protest is filed by January 10 of the election year, the number of votes accorded to each Unit shall be considered binding and no protest may subsequently be filed as to such matter.

The Unit membership shall be divided by 100 to determine the number of votes allocated to each Unit.

IX. UNIT MEMBERSHIP: The membership of a Unit shall be the number of members recorded by the ACBL on December 1, 2007.

X. BREAKING A TIE IN ELECTION BALLOT: The number of votes cast shall be computed to the fourth decimal point. In the event such procedure does not break the tie, it will be broken by lot.

XI. ELECTION PROCEDURES WHEN THERE ARE NO DECLARED CANDIDATES: If, in an election year there are no declared candidates for Provincial/State Director, that position shall be declared vacant at the conclusion of the incumbent's term by the District 18 Election Officer. Such vacancies shall be filled in accordance with the District 18 Bylaws.