



# Minnesota Furs Election Guidelines

## 1. Election Officials

Minnesota Furs elections shall be under the direction of the Board Secretary. The Board Secretary will select two individuals to be approved by the Board as Election Undersecretaries. One of these individuals must not be a member of Minnesota Furs. An undersecretary must not be a member of the standing Board or an election candidate currently running for the Board. In the event the Secretary is up for election, the Board Secretary will appoint an individual to be approved by the Board as the Election Secretary, who will perform all duties of the Secretary as pertaining to election activities only. An Election Secretary may be another board member, but may not be an election candidate currently running for the Board. This forms the Election Committee.

## 2. Qualified Voters

A qualified voter is a registered member of Minnesota Furs, whom has completed a requisite number of hours to obtain voting rights. For further information, please see Minnesota Furs Bylaws, Article II, Sections 1-2. At time of writing, 20 hours of volunteering is required to be considered a voting member of Minnesota Furs.

## 3. Candidate Eligibility

All candidates wishing to run for election must both be registered members of Minnesota Furs and be a qualified voter. A candidate may nominate themselves, or be nominated by another qualified voting member of Minnesota Furs. The Election Committee will confirm the nominee's eligibility and willingness to run in the elections. No write-in candidates will be allowed on the ballot.

Candidates do not run for individual positions on the Board. Candidates run to be on the Board.

## 4. Election Timeline

Elections are to be held at the March annual meeting of the membership. The time, date, and location are to be designated by the Minnesota Furs chair. This will be the time of the primary election at which all qualified voters will be able to vote. Ballots will be provided for qualified voters. An early election period will be held one week prior to the annual meeting at a time and location to be chosen by the Election Committee. This time and location will allow for those unable to attend the primary election. During the week period between the early election and primary election is when any absentee ballot may be counted.

Anyone wishing to run whom has completed the requirements must submit their intent to run by no later than 30 days prior to the March annual meeting. To allow for confirmation of candidate eligibility and any other tasks, candidates



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should therefore have submitted their intent to run to the Election Committee. At this time the Elections Committee will notify all eligible voters that they are qualified to run. Additionally they will notify any member within 4 hours of eligibility to become a qualified voter of their success at an election.

## **4. Ballot Collection And Tallying**

Ballots will be provided at both the early and primary election times. These ballots will list all eligible candidates. Ballots will be collected by the Election Committee and placed into a securely locked container between the early and primary elections.

Absentee ballots may be collected. A qualified voter must notify the election committee before the early election period has begun of their inability to attend. The qualified voter will be supplied with the list of eligible candidates who may then submit their choices directly to the Election Committee via an appropriate method. Any absentee ballots received after the primary election will be considered late and not included as part of the election tallying. The election committee will keep a list of all absentee ballots and requisite elections from them separate from the main ballots.

At the end of the primary annual meeting all ballots will be collected and tallied twice by the Election Committee. The number of winners is determined by the number of board vacancies. To determine yearly the number of winners see Minnesota Furs bylaws, Article IV, Section 2. These winners will be determined by simple majority. The Board and Election Committee will notify winners immediately after the primary election, and tallied results will be provided to the Minnesota Furs membership no later than 7 days after the primary election.

## **5. Tiebreaking Procedure**

In the event of a tie, a runoff election will be held amongst the attendees of the primary election to determine a winner.

## **6. Disputes and Concerns**

Any concerns or disputes with elections may be directed to the Board.