

## MNFurs Election Committee Guidelines

- 1) Purpose: The election committee is formed to run the annual MNFurs Elections for the current seats available. The committee will be formed by the MNFurs Board.
- 2) Staffing: The election committee is comprised of members not up for election or are not a candidate in the election. The size of which will be enough to govern and operate the election for Minnesota Furs Board.
- 3) Responsibility: Each member of this committee will be charged with the responsibility of running an unbiased election. Each member will have an equal say on how the election is executed.
- 4) Consulting: The Minnesota Furs Secretary will be consulted as necessary to facilitate the election. This includes but is not limited to assisting with the list of registered voters, sharing the organization's calendar to schedule election events as to prevent overlap along with legal consultation.
- 5) Oversight: The elections committee will report to the MNFurs Board with regular updates on the progress and scheduling of events. The MNFurs Board may ask for additional updates as is needed. The election committee is to follow the MNFurs Bylaws, Local, State and Federal laws governing elections.
- 6) Dissolving: The MNFurs Board reserves the right to dissolve the Election Committee for any purpose that does not violate the MNFurs Bylaws. Early dissolution of the MNFurs Election Committee will require a supermajority vote by the Board.

# MNFurs Election Guidelines

- 1) Governance: The MNFurs annual election will be governed by the MNFurs Election Committee with oversight provided by the current MNFurs Board. The committee will be formed as outlined in the “MNFurs Election Committee Guidelines.”
- 2) Voting: The term “voter” is given to a registered member of Minnesota Furs who has an active account on the MNFURS website as well as completed the 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: All candidates wishing to run for election must both be registered members of Minnesota Furs and be a qualified for voting rights. A candidate may nominate themselves, or be nominated by another qualified voting member. The Election Committee will confirm the nominee's eligibility and willingness to run in the election. Candidates do not run for individual positions on the Board and are considered “At large”.
- 4) Ballot Format: All ballots shall be formatted so that each candidate is clearly listed. The instructions for voting will also be printed on each individual ballot. The instructions will be clear enough for the voting public to understand. Ballots in violation of the instructions will be not counted. Unbiased assistance with filling in the ballot will be provided by the Election Committee should it be requested. Voters can vote up to the number of open seats. Ballots are limited to one ballot total per individual. No write-in candidates will be allowed on the ballot.
- 5) Absentee Ballots: Absentee ballots will be provided for those who are unable to vote in person. Absentee ballots are not considered valid for in-person voting. Personal information must be provided on the ballots to identify the voter. Once the voter is identified and tallied, the ballot will be expunged of any traceable information. To obtain an absentee ballot the individual will contact the election committee. Any absentee ballots collected after the deadline will not be counted. Absentee ballots will be kept in a secure location isolated from the primary ballots until time to count.
- 6) Non-Absentee Ballots: Non-Absentee ballots will be provided at each voting venue. Non-Absentee Ballots will be collected by the Election Committee and placed into a securely locked container between voting dates. Non-Absentee ballots will be kept isolated from the absentee ballots until time to count.
- 7) Counting / Tallying the Ballots: At the end of the final voting venu all ballots will be collected and tallied using a blind count until each committee member agrees with the

result. The winners are determined by popularity and number of board vacancies. The 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 election.

- 8) Tie Breaking Procedure: In the event of a tie between two or more candidates a short-notice election will be conducted at the primary voting location. The voters will be those eligible to vote who are present at the venue. The candidates would be those who are part of the tie. The process will be repeated until an agreeable result is obtained.
- 9) Disputes / Concerns: Any disputes or concerns with any part of the election process may be sent to the Election Committee. If an issue is unable to be resolved by the Election Committee, the MNFurs Board of Directors must be notified.