

Sacramento Valley Gay and Lesbian Softball Elections Code

Article I. Fundamental Principles

! **Section 1.** The Rules and Procedures of the Elections Code shall apply to all Sacramento Valley Gay and Lesbian Softball Inc., elections and are intended to supplement provisions of the SVGLS Bylaws pertaining to elections.

! **Section 2.** All candidates shall be governed by the rules and guidelines set forth and identified in the SVGLS Bylaws and this code.

Article II. Definitions

! **Section 1.** Unless the provisions or context otherwise requires, the following terms shall be defined for purposes of this code:

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- (a) “SVGLS” means the Sacramento Valley Gay and Lesbian Softball Inc.
 - (b) “Elections Commissioner” means the Membership Coordinator of the SVGLS Board of Directors or as designated in paragraph (2) of subdivision (a) of Section 1 of Article III.
 - (c) “Letter of intent” is what the candidate will file pursuant to subdivision (b) of Section 2 of Article III which identifies the intent of a candidate to run for an elected position.
 - (d) “Candidate” means any member who has followed the guidelines of this code and is running for a position in a valid SVGLS election.
 - (e) “Committee” means the committee established in subdivision (b) of Section 1 of Article III.
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Article III. Elections

! **Section 1.** (a) (1) All SVGLS elections shall be overseen by the Membership Coordinator, who, while acting under the provisions of this code, shall be the Elections Commissioner.

! (2) Should there be a vacancy in the Membership Coordinator position, or should he or she feel there is a conflict of interest due to his or her candidacy for a position in the election, the SVGLS Commissioner shall appoint an Elections Commissioner.

! (b) The Elections Commissioner shall establish, and chair, an elections committee that shall act pursuant to this code, the SVGLS Bylaws, and upon resolution by the SVGLS Board of Directors. The committee shall consist of at least one member of the SVGLS who will not be considered a candidate, appointed by the SVGLS Commissioner, and one additional Board member of the SVGLS Board of Directors.

! (c) (1) The committee shall make decisions and levy sanctions in matters concerning ambiguities, questions, and violations of this code. The committee shall warn, sanction, or disqualify any candidate for violation of this code

! (2) For violations concerning, but not limited to, this code, the SVGLS Bylaws, state law, or any policy of the SVGLS, the Elections Commissioner shall refer any matter to the SVGLS Board of Directors.

! (3) (A) Any candidate may appeal any decision of the committee to the SVGLS Board of Directors. Upon such appeal, the SVGLS Board of Directors shall set a hearing date within 5 calendar days of notification of the appeal.

! (B) The SVGLS Board of Directors shall only hear matters pertaining to the appeal, and rule to accept or overturn the decision of the committee.

! **Section 2.** Pursuant to Section 3.03.01 of the SVGLS Bylaws, the Elections Commissioner shall post the procedures of this section on the SVGLS Web site no later than 20 days prior to an election of the SVGLS.

! (a) The Elections Commissioner shall post on the SVGLS Web site, within the prescribed notice requirements of this section, the positions of the SVGLS Board of Directors which are open for election and the date and location of the election.

- (b) (1) The Elections Commissioner shall post on the SVGLS Web site, within the prescribed notice requirements of this section, the letter of intent for members to file, which shall contain the following information:
- (A) The name of the member.
 - (B) The elected position the member intends to run for.
 - (C) Candidate's statement.
 - (D) The date of the election.
- (2) (A) The Elections Commissioner, in conjunction with the SVGLS Board of Directors, and within the prescribed notice requirements of this code and the SVGLS Bylaws, shall establish a due date for the Letter of Intent, and the Elections Commissioner shall not, under any circumstance, accept any Letters of Intent after the submission deadline.
- (B) Once a Letter of Intent has been submitted to the Elections Commissioner, it shall be considered final and cannot be substituted or revised.

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- (c) All candidates of an election must be members who:
1. Have participated in at least 1 sanctioned season of the SVGLS.
 2. Have attended at least one (1) Board of Directors meeting.
 3. Candidates for Commissioner or Vice Commissioner must have participated in at least 2 sanctioned seasons of the SVGLS. (1-year membership minimum) and must attend a board meeting prior to nominations/elections.
 4. Candidates for the position of Treasurer should have experience managing finances within an organization. Provide proof of job-related or volunteer position experience working with budgets and or finances. A statement of financial oversight experience is required.
 5. Candidates for Secretary should have access to a computer and communication mediums as well as basic website knowledge. (Online access is necessary)
 6. Are current on their membership fees.
 7. Have not been removed by the Board of Directors in violation of the SVGLS Bylaws.
 8. Have filed the letter of intent, as prescribed in subdivision (b) of this section.
 9. Have not been found to have committed a major violation of the SVGLS Code of Conduct within the 12 months preceding the election.

Section 3. (a) The SVGLS shall hold an election for the following reasons:

1. The election of officers, representatives, and members-at-large pursuant to the SVGLS Bylaws.
2. The passage of the Bylaws, or amendments thereto.
3. The ratification of removal of officers, representatives, or members-at-large pursuant to the SVGLS Bylaws.

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(b) All SVGLS elections shall be held in accordance with this code and the SVGLS Bylaws.

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(c) (1) No candidate shall post on any medium of the SVGLS, to contact members of the SVGLS, any statement that is related to the election, unless he or she is acting on behalf of the SVGLS Board of Directors or the policies of this code.

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(2) No candidate shall post on any medium of the SVGLS, to contact members of the SVGLS, any statement that can be considered negative about any other candidate.

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(3) No campaign materials may be found within a 100 feet radius of the location of the polling place of an election.

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(4) No candidate shall change the intended position he or she designated to run for after he or she has submitted his or her Letter of Intent to the Elections Commissioner.

(5) No Candidate shall change his or her candidate's statement after he or she submits his or her Letter of Intent to the Elections Commissioner.

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(6) No candidate shall run for more than one office in the same election.

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(d) Members of the elections committee shall remain impartial on any candidate or proposition appearing on a ballot of the SVGLS.

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(e) The date of any elections shall follow the notification requirements of this code and any elections or notification requirements of the SVGLS Bylaws.

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Section 4. (a) In accordance with the SVGLS Bylaws, all members who have paid their membership fee for the year in which an election is held shall have the ability to cast one vote.

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(b) Any member who has been removed from the SVGLS during the year in which an election is held shall forfeit their ability to cast a vote in that year's elections.

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(c) (1) (A) The Elections Commissioner shall be responsible for the oversight of counting ballots. Notwithstanding any other provision, all ballots shall be counted at a minimum of two times before being certified.

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(B) The Elections Commissioner shall certify, under penalty of perjury, in writing to the Commissioner of the SVGLS the election results.

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(C) The Elections Commissioner shall choose the member of the elections committee who is not considered a candidate to oversee the counting of ballots and the certification of the elections if he or she is running in the election.

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(2) Each candidate shall have the ability to have at least 1 representative to sit in the room in which ballots are being counted. These representatives shall not interfere in the counting or elections process and shall not count any votes. The Elections Commissioner shall reserve the right to remove any representative from the area if he or she feels the representative is in violation of this paragraph.

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(d) The SVGLS Board of Directors shall be the entity responsible for sending out the election results.

Section 5. The Elections commissioner, upon a written determination forwarded to the SVGLS Board of Directors, may determine the penalty of any violation of this Code, which shall include, but not be limited to, the removal of any candidate from an election.