

WVCA Election, Nomination, and Voting Policy

Revised to align with Arizona Title 10 nonprofit governance principles, ARS 33-1812 voting requirements, and the continued governance role of the Board of Governors as required by the Articles of Incorporation.

Purpose

The purpose of this Policy is to establish fair, transparent, impartial, and legally compliant procedures for:

- nomination of candidates;
- election administration;
- voting procedures;
- ballot handling;
- election oversight;
- certification of election results.

This Policy supplements the Association Articles of Incorporation, Bylaws, and applicable Arizona law including ARS Title 10 and ARS 33-1812.

Section 1. Governance Authority

The Board of Directors shall retain final corporate governance authority as provided by the Association Articles of Incorporation, Bylaws, and Arizona law.

The Board of Governors shall perform the election oversight, nomination, and membership representation functions assigned under the Articles of Incorporation and Bylaws.

The Board of Governors shall act in an impartial and fiduciary manner when administering elections and nomination procedures.

Section 2. Election Oversight Responsibilities of the Board of Governors

Consistent with the Articles of Incorporation and Bylaws, the Board of Governors shall:

- supervise annual elections;
- oversee ballot procedures;
- appoint Election Committees when appropriate;
- certify election procedures are followed;
- assist in preserving election integrity;
- report certified election results to the Board of Directors.

The Board of Governors shall not independently invalidate election results without Board of Directors review and legal consultation when necessary.

Section 3. Election Committee

The Board of Governors may appoint an Election Committee annually.

The Election Committee should:

- include an odd number of members whenever possible;
- include members not currently running for election;
- avoid conflicts of interest;
- maintain confidentiality of election materials.

The Election Committee may include:

- Board of Governors members;
- Board of Directors members not currently candidates;
- Association members in good standing.

No candidate for election may directly supervise or participate in counting ballots for the election in which they are a candidate.

Section 4. Candidate Qualifications

Candidates for the Board of Directors must:

- be members in good standing;
- remain current on assessments unless under approved payment arrangements;
- not be under active suspension;
- meet eligibility requirements established by the governing documents.

The Election Committee may request:

- candidate statements;
- resumes;
- questionnaires;
- conflict disclosures.

No candidate shall be excluded based solely upon differing viewpoints, criticism of leadership, or prior protected participation in Association matters.

Section 5. Notice of Election

Election notice shall be provided not less than thirty (30) days before the election date unless otherwise required by law or the Bylaws.

Notice may be provided by:

- U.S. Mail;
- email;
- Association website;
- electronic member portal;
- posting at Association facilities;

- or other lawful delivery methods.

The notice shall include:

- election date;
- candidate list;
- voting procedures;
- ballot deadlines;
- meeting information if applicable.

Section 6. Voting Procedures

Voting shall be conducted in accordance with:

- the Articles of Incorporation;
- Bylaws;
- Arizona law;
- this Policy.

The Association shall permit:

- in-person voting;
- absentee ballots;
- other voting methods authorized by Arizona law.

Proxy voting shall not be permitted except where expressly authorized by Arizona law.

All absentee voting procedures shall comply with ARS 33-1812.

Section 7. Ballot Requirements

All ballots shall:

- identify each proposed action;
- provide opportunity to vote for or against each matter;
- specify ballot return deadlines;
- contain voting instructions;
- remain valid only for the designated election.

If secret ballots are utilized:

- voter identification shall appear only on the outer envelope;
- ballots themselves shall remain anonymous.

Section 8. Ballot Security and Chain of Custody

The Board of Governors and Election Committee shall maintain reasonable ballot security measures including:

- secured ballot containers;
- restricted ballot access;
- separation of ballot envelopes from ballots;
- chain-of-custody procedures where appropriate;

- secure retention of election records.

Ballots and election materials shall be retained for at least one (1) year in compliance with Arizona law.

Section 9. Counting and Certification of Ballots

Ballot counting shall occur at the noticed time and location.

Members may observe counting procedures subject to reasonable conduct rules.

Observers:

- may not handle ballots;
- may not interfere with the counting process;
- may not disrupt election operations.

The Election Committee shall certify results to the Board of Governors, which shall formally report the results to the Board of Directors and membership.

Section 10. Election Challenges

Any member in good standing may submit a written election challenge within fifteen (15) days following announcement of election results.

The Board of Directors, after consultation with the Board of Governors and legal counsel when appropriate, may:

- investigate election concerns;
- authorize recounts;
- appoint independent reviewers;
- take corrective action if material irregularities are identified.

Section 11. Electronic Voting

The Board of Directors may authorize electronic voting systems consistent with Arizona law and the Association governing documents.

Electronic systems shall:

- reasonably verify voter eligibility;
- preserve ballot integrity;
- maintain confidentiality where required;
- preserve election records.