## **ECBOA ELECTION POLICY**

- The ECBOA election process shall be administered by the ECBOA Election Supervisor. The
  Election Supervisor shall be elected by the Board of Directors in accordance with the ECBOA ByLaws.
- 2. The election process includes recording all nominees thru the closing of nominations, contacting the nominees for acceptance of the position to which they've been nominated, preparing the election ballot (names to appear in alphabetical order based on last name), distributing the election ballot, monitoring the votes during the election, addressing any technical issues or member concerns during the election, announcing the election results, reporting the vote count, and certifying the final vote count as true and accurate.
- The election ballots shall be distributed to only those members who are in good standing with ECBOA.
- 4. The election ballots shall be distributed by the Election Supervisor through an approved electronic voting website such as Election Buddy (or other similar election website as may be selected by the Election Supervisor and approved by the Board) during the prescribed election timeframe as established by the Board of Directors. Only the Election Supervisor shall have access to the election website, which access shall be provided to the Election Supervisor within 24 hours of the close of nominations.
- 5. Ballots shall be distributed to ECBOA members utilizing their email address on file with Arbiter. Said email addresses and membership count shall be provided to the Election Supervisor by the Assignor no later than 72 hours prior to the commencement of elections. If the Assignor position is vacant the Secretary shall provide said information within the prescribed timeframe.
- 6. The Election Supervisor shall report the final election results to the President who in turn shall contact those that ran and notify them of the outcome of the vote. If the President is running for re-election, the Vice President shall assume this responsibility. Once those who ran for office have been notified of the results, the Election Supervisor shall then report the results to the membership. Said communication of election results shall be made through Arbiter.
- Unless as otherwise prescribed herein, No ECBOA Board member shall be involved in the election process.
- 8. All voting-related inquiries shall be made directly to the Election Supervisor, whose name and contact information shall be made readily available to the membership.
- 9. Any voting discrepancy or concern shall immediately be investigated by the Election Supervisor. The Election Supervisor's ruling on any voting matter shall be final.

10. The Election Supervisor shall share the electronic election site password with a non-ECBOA affiliated person who shall provide it to the Board of Directors only in the event the Election Supervisor is unable to perform his/her duties as outlined herein. In such event the Board shall elect a new Election Supervisor to carry out the election process.

Approved this July, 2019

Joe Erwin, President