



JCI IOWA ELECTION RULES

The following are the rules to govern the conduct of elections for the offices of Vice President and President of JCI Iowa. These rules shall govern conduct of all candidates for elections to one of the above offices from the date adopted by the Board of Directors. Any reference to terms set forth in the masculine are intended generically and should be construed both male and female.

1. QUALIFICATIONS OF CANDIDATES

Eligibility for elective office in the corporation shall be governed by the provisions of the JCI Iowa Bylaws.

2. NOMINATIONS

- a. No candidate shall formally announce his or her candidacy, make appearances, or raise funds as part of his or her campaign, before the Election Committee Chair receives his or her nomination form and fees.
- b. All nominations for state officers must be made on forms approved by the Election Committee, which is posted on the JCI Iowa website. The filing fees are as follows: President - \$125.00 Vice President - \$75.00. The form and fees can be sent via paypal to Iowa Junior Chamber or via mail to:

JCI Iowa
PO Box 983
Newton, IA 50208
- c. Nomination forms and fees for Vice President and President of JCI Iowa must be received by the Election Committee Chair by the requirements set forth in the JCI Iowa Bylaws. Applications can be emailed to nikki.schau1@gmail.com or mailed JCI Iowa. If you mail the physical form, you must also send an email to IPP Nikki to let her know to ensure the paperwork is received in a timely manner. The chapter(s) that the candidate is a member in, as well as any extensions those chapter(s) have done in the past year must be financial current (no debt to JCI Iowa or JCI USA) through August 2023 or within 30 days of most recent invoice, in order to nominate a candidate for 2024 office.
- d. Nomination forms and fees must be received by the Election Committee Chair before they can be elected to said positions.



- e. All certified Vice Presidential and Presidential candidates will be given time to speak at the Annual Meeting, and other State sponsored events as approved by the Election Committee. Vice President: 5 minutes President: 8 minutes. This includes the time for the nominees to speak. The speaking times and locations will be published in the Convention Agendas. Candidates will also be informed directly.
- f. In the event there is more than one candidate for an Office of Vice President or President the order of the nomination speeches will be determined by a draw.

3. EXPENSES

- a. Candidates for the offices listed below may spend in cash or in-kind the amounts (excluding travel expenses) listed below: President - \$1,000 Vice President - \$500
- b. "Travel Expenses" shall be defined to mean: gas, car rental, car expenses, bus, plane or train tickets or rental.
- c. An expense report for each candidate for those offices listed above must be submitted to the Election Committee Chair no less than 24 hours before the JCI Iowa Annual Meeting or Election.
- d. No JCI Iowa credit cards or funds may be used to finance any campaign expenditures. No JCI Iowa equipment (i.e., copy machine, phones, and computers) may be used for campaign use.

4. CAMPAIGNING

- a. Each candidate is personally responsible for any and all materials relating to his or her candidacy and must follow any and all rules that are established by the host of the Annual Meeting. The Election Committee shall disseminate to each candidate for President or Vice President the host rules a minimum of ten (10) days prior to the Annual Meeting.
- b. In regards to the Annual Meeting, the candidates shall be subject to the following rules in addition to the rules of the host:
 - i. Posters and signs must only be hung in locations and using material approved by the host hotel, and only so long as no damage will be suffered by the surface upon which it is placed.



- ii. Hospitality rooms the night before elections are optional and must be coordinated with the State Events Program Manager, who will make necessary arrangements with the host hotel. If alcohol is available in hospitality rooms, minors shall not be permitted.
 - iii. Posters may not be put up prior to 4:00 pm on Friday of the Annual Meeting. All posters shall be removed by 9 A.M. on Sunday of the Annual Meeting
 - iv. The number of candidate or event posters to be placed at a state meeting is limited to twenty five (25) per meeting. The maximum size of each poster shall be 11" x17".
 - v. Banners will be limited to one per candidate or chapter and will be displayed in locations approved by the host hotel. This information will be determined in advance of the meeting and will be available upon request from the State Events Program Manager. The size of each banner must not exceed 4' by 20'.
 - vi. In the event candidates wish to place their posters/banners in the same location, priority shall be determined by a draw.
- c. Candidates will be permitted a hyperlink on the Iowa JCI Homepage, which links to an 8 ½"x11" PDF flyer (when printed at 100%), also to be hosted on the Iowa website.
- i. It is the responsibility of the candidate to supply the PDF file to the JCI Iowa Elections Chair. All hyperlinks will be in a standard format and size, to be determined by the Election Chair.
 - ii. Candidates not submitting a flier will be included in the listing upon request.
 - iii. The Hyperlink will also be shared on JCI Iowa's Facebook prior to the election at least once.
- d. Candidates will have opportunity to include an article/promotional piece in the Iowa Communicator preceding the elections in the following sizes (A page is 8 ½" x 11" printed at 100%): President – 1 page Vice President – ½ page
- i. This Election team will contact each candidate with print deadlines, once informed by the State Communication Team.

5. BALLOTING



- a. No new delegates, including alternates, will be certified or seated once the roll has been called.
- b. Balloting for President shall be conducted at the Corporate Meeting during the Annual Meeting of JCI Iowa. Delegates shall be segregated from other attendees for voting purposes at the beginning of the Corporate Meeting.
- c. Vice Presidential elections shall be held at the corporate meeting after the Presidential Election.
 - i. Only those Vice Presidential candidates whose nomination forms and fees have been paid ten (10) days prior to the Annual Meeting shall have their names printed on the secret ballot. In the case of late nominations, those Vice Presidential candidates who are certified late must be voted for by write-in on the ballot. All other write-in votes shall be considered void.
- d. In the Presidential Election, in the event no candidate receives a majority of votes cast. (The election committee will determine the number of votes needed to be 51% based on delegates at the meeting.)
 - i. There will be a 5 minute in-session recess for caucusing between rounds of voting.
 - ii. After the recess, delegates will be re-segregated, and a new roll call, consisting only of originally certified chapters, shall re-confirm the total of voting delegates to reconfirm majority of votes cast.
 - iii. After the new roll call, and before the voting, the Election Chair will ask if any candidate(s) wish to withdraw their candidacy.
 - iv. This process will continue until a candidate receives the majority of votes cast.

6. VIOLATIONS/DECISIONS

- a. In the event of a violation of any of these election rules, any active member of JCI Iowa may submit a written complaint to the Election Committee. All complaints must be in writing, must be signed by the member making the complaint, and be received by the Election Committee prior to the election affected. The Election Committee shall review all the available information and if a violation is determined, warn the candidate of the infractions. If a candidate, or person acting on the candidate's behalf and with the candidate's approval and/or knowledge, commits a violation or infraction, the Election



Committee may declare the candidate disqualified from election to the office for which he or she had been nominated. If a candidate is disqualified all ballots cast on their behalf shall be void and the filing fee is non-refundable.

- b. All candidates and persons acting on their behalf are expected to campaign in an ethical manner.
- c. The Election Committee shall be responsible for decisions on all election matters, including the winners of the election. Their decision shall be final. No decision of the Election Committee may be appealed to the JCI Iowa Board of Directors.
- d. If at any time a candidate withdraws prior to the election, his or her filing fee is forfeited. In a contested race, the unsuccessful candidate(s) will be refunded 50% of his or her filing fee.

7. DELEGATE ELIGIBILITY

- a. Chapters must be financially and otherwise in good standing with JCI Iowa & JCI USA, the local chapter's municipal and county governments, and the State of Iowa at the time of delegate registration.
- b. Members wishing to be a delegate must be on the state/chapter roster by the quarterly membership closeout preceding the elections or otherwise marked as active and paid in the JCI USA membership database prior to delegate registration.
- c. Members must declare their chapter affiliation at the time of their registration for the Annual Convention and/or Corporate meeting by mail or in person; whichever is earlier.
- d. Delegates will be certified the day of the Corporate Meeting/Elections.

8. RULES PUBLISHED

- a. Upon approval of these election rules by the Board of Directors, a copy of the approved rules shall be published in the next issue of the newsletter. A copy of the election rules and the nomination form shall be made available on the state website. Additionally, a copy of the election rules shall be posted at the certification table at the Annual Meeting.
- b. The current JCI Iowa Cabinet is directed to see that a copy of the election rules and nomination forms are sent to all chapters and State Officers at least 30 days prior to the annual meeting.



- c. When nomination forms and fees are received by the Election Committee Chair, the Election Committee Chair shall forward a set of the election rules to each candidate nominated.

JCI Iowa Election Policies Reviewed 09/2023.

Nikki Schaul (Chair) – Quad Cities
MaeLee Rahm – Des Moines
Melissa Christopherson – Mason City