

- Ballot Voting Policies (and/or Bylaw Provisions)

From our bylaws:

The election of Officers and Directors shall take place no later than July 15<sup>th</sup> of each year. Election shall be by ballot. Ballots may be submitted in person or by electronic means established by the Board of Directors. There shall be no proxy votes. The ballots shall contain the names of all candidates and specify the office for which each is nominated. In the case of a tie vote, the position shall be determined by re-balloting at the Annual Meeting.

From our policies:

- a. TIMEFRAMES:
  - i. Not later than January 31<sup>st</sup>, an announcement shall be made of the positions available on the following year's Board of Directors and invite any interested members to apply. The announcement shall include a brief outline of the available positions and duties and contact information for at least two (2) Board members to contact if they have questions about serving on the Board.
  - ii. The formal application period shall commence with the announcement and all applications, resumes, and endorsements shall be submitted by March 1<sup>st</sup>.
  - iii. The slate shall be reported first to the Board of Directors and then disseminated to the membership at least forty-five (45) days prior to the election. *(amended 07/16)*
- b. Applications will be accepted from any active REALTOR® Member or active Affiliate Member in good standing.
- c. The CEO shall review all applications and verify if applicant meets the qualifications for the position for which they applied as outlined in the RVAR Bylaws, Article 4 and in these Policies and Procedures. *(amended 07/16)*
- d. The President and, if needed, up to two (2) additional Board members will certify all applicants. The "certification" will involve notifying them of whether or not they meet the qualifications of the position for which they have applied; ascertaining availability and understanding of the commitment of the position; verifying willingness to serve; and answering any questions the applicant may have about the position. The President and Board members have the authority to encourage applicants to consider an office other than the position that person was seeking if the individual does not meet the qualifications of the position for which they applied.
- e. All certified applicants will be considered candidates and will appear on the slate, which shall be published and disseminated first to the Board of Directors, then to each voting member and shall consist of at least one nominee for each office.
- f. The candidates certified for the slate and agreeing to serve are expected to communicate in person with members about why the candidate would like to serve on the Board of Directors. To meet this expectation candidates shall coordinate with the CEO, or a staff designee, to schedule appearances at meetings such as: the Medford Tour Meeting, the Ashland Tour Meeting, a Board of Directors meeting, the Annual Meeting, and other such membership meetings as may be scheduled during the time period between the slate being released to the membership and the election. Candidates will be given not more than five (5) minutes each at these meetings to address the members. In the event

the election is to be held electronically, candidates will provide a brief written statement about why they would like to serve on the Board of Directors. *(amended 07/16)*

g. CAMPAIGNS:

- i. No individual campaigning is allowed prior to the slate being disseminated to the members.
  - ii. Campaign costs, if any, shall be limited to a maximum of \$250.00 for items such as brochures, flyers, mailings, campaign functions, etc.
  - iii. No campaign materials are allowed on walls, tables, chairs, etc. at any membership meetings.
  - iv. Candidates shall certify their compliance with campaign policies and procedures prior to the election.
- h. The slate shall be re-disseminated to all voting members not less than five (5) business days prior to the election along with a reminder of the Annual Meeting date, time, and location.
- i. The President shall conduct the election at the Annual Meeting as outlined in the RVAR Bylaws, Article XI, Section 4. *(amended 11/12)*