

## **VOMBO Governing Board Election Procedure**

Adopted 10/21/2004

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This following procedure was adopted by the VOMBO governing Board on October 21, 2004. It specifies the process whereby the GB will carry out its duty, specified in the VOMBO by-laws, to annually appoint new members to the VOMBO Governing Board (GB).

Elections for the VOMBO Governing Board (GB) are held once a year as terms of outgoing members expire (on "V-day", specified in the by-laws as October 31.)

Approximately 4 weeks prior to V-day, the GB Secretary will send a notice to the GB informing them of the need for an election and indicating whose terms will be expiring. Board members with expiring terms may indicate their willingness to serve another term by notifying the EC (see below).

The GB chair will appoint an "Election Commissioner" (EC) to manage and oversee the election process.. The EC and GB Chair will appoint a Election Committee to receive and tally the votes. The Election Committee will consist of 2 members of VOMBO who are not currently members of the VOMBO Governing Board. If the Election Commissioner is not a member of the VOMBO Governing Board then the Election Commissioner may count as one of the required 2 members. The Election Committee is responsible for establishing procedures for verifying and cross checking vote totals.

Approximately 3 weeks prior to V-day, the EC opens nominations on the VOMBO mailing list. The notification should include a copy of this procedure (or pointer to where it can be found on the web), the cutoff date for nominations (one week should be allowed for nominations), and a pointer to the by-laws which describe the duties and obligations of GB members. It should also include nominations for any outgoing GB members that have indicated a desire to serve another term.

Nominations should be made on the VOMBO mailing list and a second is required. Self nominations are acceptable, i.e. if you are interested in being on the board you can volunteer to serve, however your self nomination must be seconded.

The EC will contact nominees privately to verify their willingness to serve. The VOMBO list manager will certify that each of the nominees has been a member of VOMBO in good standing for a period of one year; only members in good standing for one year can be placed on the ballot.

Nominees who are willing to serve will be requested to supply a brief synopsis of their Creative Problem Solving background and reasons for wanting to be on the VOMBO GB. This information is for use by the GB only and should not be sent to the VOMBO mailing list. If the EC does not receive the synopsis by the time the election commences, the nominee's name will still appear on the ballot.

The EC will make information about the nominees available to the GB as it becomes available. The GB should use this opportunity to discuss the qualifications of the candidates on the GB list prior to the election. Approximately 2 weeks prior to V-day, the EC will open the polls. Balloting will be done in secret rather than on the GB list; each GB member will send e-mail to each member of the Election Committee. (In soliciting votes, the EC should send e-mail directly to the VOMBO Governing Board members rather than using the list server in order to minimize the chance that a vote will appear on the list.) The polls will be open for a period of one week or until all GB members have voted. Each VOMBO Governing Board Member will cast one vote for each

VOMBO Governing Board position that is vacant. Cumulative Voting is not allowed. Votes will not be accepted after the polls have been closed.

For the election to be official, a quorum of 3/4 of the GB must vote. However, no results are to be announced until the voting period has expired or until 100% of the GB has voted. GB members with expiring terms are expected to vote and they are entitled to vote for themselves.

At the close of the voting period the election committee will tabulate the results. If a quorum is not established this fact will be publicized on the GB list and the EC will attempt to contact those GB members that have not voted. The voting period will be extended until either a quorum has been reached or, if there is good cause, the GB may vote to reduce the quorum requirement to 2/3 instead of 3/4 of the GB membership.

The minimum number of GB members is 9. The top vote getters will assume positions on the board until the GB has a total of at least 9 members. For example, if the GB has 6 members after excluding those whose terms are expiring, the top 3 vote getters are elected. If there is a tie for the 9th position, all candidates in the tie will become members of the GB even though this leads to more than 9 members of the GB. If this procedure leads to a GB with more than 15 members (the maximum GB size) then a runoff election will take place among those who are tied. If the GB has 9 or more members excluding those whose terms are expiring, no new members shall be elected by this criterion.

The 10th-15th board positions will be filled by the remaining top vote getters. However, no position will be so filled unless a candidate has received at least a 51% majority of the votes. In case of a tie for the 15th board position, a runoff election will be held among those tied for this place.

The Election Committee will report the results of the election to the Governing Board Chair and the Election Commissioner. The GB chair and Election Commissioner will certify the results of the election. The GB chair will promptly inform the GB, all candidates, and the VOMBO membership of the results.