

SCSC II Bylaw Appendix A

Election Procedures

Section 1. Board of Directors Election Time-line

July General Meeting

Written nominations for candidates for Board of Directors (“Director”) shall be accepted after this date. All nominations for candidates for Director must be received by the Elections Committee on or before the August General Meeting. The Membership shall be notified of all other election-related dates and the same shall be conspicuously published in the Club Newsletter.

August General Meeting

All written nominations for Board of Directors candidates must be received by the Elections Committee by this date. The last order of business of this meeting shall be to entertain any further written nominations, to close nominations and, following the close of nominations, to announce to the Membership all candidates for Director. The names of all candidates shall be published in the Club Newsletter.

Two weeks prior to September General Meeting

All written challenges to any candidate for Director must be received by the Elections Committee no later than two (2) weeks prior to the September General Meeting.

September General Meeting

The Elections Committee shall report to the Membership its findings regarding the eligibility of Director candidates and its recommendations regarding any candidate whose eligibility to serve as a Director was challenged by any member. Only those candidates eligible for election as determined by the Elections Committee shall be placed on the ballot, unless the Membership rejects the report of the Elections Committee. If the Membership rejects the Elections Committee report relating to the eligibility of any candidate for Director, the matter shall come before the Membership at the October General Meeting for final decision.

Candidates for Director must submit biographical data to the President on or before this date for publication in the Club Newsletter. In the event a candidate is deemed ineligible to run for Director, that candidate’s biographical information shall not be published.

October General Meeting

Any issues relating to the eligibility of any candidate for Director shall be determined by the Membership at this meeting.

One week following the October General Meeting

Absentee ballots shall be available for those members wishing to cast an absentee ballot one week after the October General Meeting.

Any member receiving an absentee ballot shall be prohibited from receiving any further ballot. The Elections Committee shall record the names of all members receiving absentee ballots and shall establish procedures and safeguards to prevent election irregularities or fraud.

November General Meeting

Absentee ballots are due at this meeting. No absentee ballots shall be accepted after adjournment. No member who has received an absentee ballot shall receive any other ballot. Absentee ballots shall be collected by the elections Committee and secured until the December General Meeting. No ballot shall be viewed or counted prior to the December election.

December General Meeting

Election of Directors shall occur at this meeting. In the event the Chairman of the Board of Directors and the President agree that, due to an emergency or other exigency the meeting cannot be conducted, the election of Directors shall occur at the General Meeting to be held on the following Tuesday.

Section 2. Board of Directors Special Election Time-line

In the event of a vacancy of a Director, a Special Election shall be conducted in accordance with these procedures to elect a substitute Director who shall serve for the remainder of the unexpired term.

No absentee ballots shall be used in any Special Election. Candidates are not required to personally appear at any meeting in order to be elected

First General Meeting following the vacancy in a Board position

The Board of Directors shall report any vacancy on the Board to the Membership at the first General Meeting following the creation of the Board vacancy and shall announce that nominations to fill the vacancy must be received by the Elections Committee not later than fourteen (14) days prior to the next General Meeting.

Fourteen (14) days prior to the second General Meeting following the vacancy

All written nominations for Board of Directors candidates must be received by the Elections Committee by this date. The Elections Committee shall determine the eligibility of all candidates for the vacancy, consistent with the Bylaws of the Club

Second General Meeting following the vacancy in a Board position

The Elections Committee shall announce the names of all candidates and shall report its findings regarding eligibility of Director candidates to the Membership.

Challenges to any candidate for Director must be received by the Elections Committee no later than one (1) week after this date.

Third General Meeting following the vacancy in a Board position

The Elections Committee shall report to the Membership its findings regarding any candidate whose eligibility to serve as a Director was challenged by any member. Only those candidates eligible for election as determined by the Elections Committee shall be placed on the ballot, unless the Membership rejects the report of the Elections Committee. If the Membership rejects the Elections Committee report relating to the eligibility of any candidate for Director, the matter shall come before the Membership and be decided by a majority vote prior to the election.

Election of Directors to fill a vacancy shall occur at this meeting. Candidates may, but are not required to, address the Membership prior to the election.

In the event Chairman of the Board of Directors and the President agree that, due to an emergency or other exigency the meeting cannot be conducted, the election shall occur at the General Meeting to be held on the following Tuesday.

Adopted on the third day of April, 2018.