OC SCAF

Election Process and Procedures (edited, 09/2017)

* Elections are held every even calendar year for the Board offices of President, Vice President, Secretary/Treasurer, and one Member-at-Large
* Election Nomination Process will be conducted electronically via email during the current high school season, from “Date TBD”, up until the week of the April League Championship meeting. That list of nominees for each office should be emailed to all OC members in good standing prior to the April meeting, and further nominations from the floor accepted at the April League Championship meeting. At this time, nominations will be closed, all nominees will have the opportunity to make a brief statement, and the Election Chair will announce the Voting dates, time period and guidelines for voting.
* Prior to emailing the slate of candidates nominated, all nominees names should have been verified for eligibility, the candidates given the opportunity to accept/decline their nomination before the ballot is prepared by the Election Committee and emailed to all eligible voting members. All candidates will also have the opportunity to write a brief biography, maximum 100 words, to be included in the attachment form with the ballot.
* The electronic voting period will be 7 calendar days, closing at 11:59 p.m. on the seventh day. An email reminder will be sent two days before the deadline date,
* The Election Committee members independently will receive the completed ballots, will compare their results of the voting, and correct any inconsistencies in the vote count before determining the official results. The Election Chairperson will first notify the candidates of the results by phone, and then send the Election Results to the Board along with the names of those voting. (i.e. not how they voted)
* The Board will send the Election results to all OC members.
* Requirements to run for Board Offices: must be an OC Member for at least one full calendar year (or High School OC SCAF swimming season), and have paid all fees, passed the Rules Test, attended the required OC clinics (or completed OC section requirements via some of the options.)
* Eligibility to vote is determined by criteria listed in the current By-Laws of OC SCAF.

Election Committee

* The Committee will be composed of two people, one designated as the Chair who will handle all communications and questions regarding the Election Process and Procedures
* Election Committee members must have been an OC member in good standing for at least one calendar year. (or OC SCAF High School swimming season)
* The Election Chair will verify the eligibility of members who will receive the ballot, as well as the eligibility of all of the Nominees.
* Both Committee members will independently receive the completed ballots, and will independently tally the results, note the names of voters, and confer with each other after the election period has closed.
* The Election Chair will attempt to contact the candidates with the results prior to emailing the Election results and the names of those voting to the OC Board.
* The OC Board will then send the Election results to all OC SCAF members and the newly elected officers will assume their duties and term of office on the board at the wrap up meeting in the month of June of the Election Year.