



Birkenhead United AFC

Voting Procedures for Election for Officers of the Board

This document outlines the criteria members must fulfil to be eligible to vote in the upcoming elections as well as the election process. The procedures have been designed to maintain a transparent and equitable election process for all participants.

For any questions or clarifications regarding your voting rights or the process, please consult the club's Constitution or contact Kylie at kylie@buaafc.org.nz.

1. Nomination Process

- **Eligibility for Nomination:**
 - Nominees must be supported by a club member in good standing.
 - A written acceptance from the nominee is required.
- **Nomination Submission:**
 - Nominations must be submitted at least one week prior to the AGM.
 - Nomination forms must include the nominee's C.V
 - A Candidate Statement and photo may be required in the event an Election is called.

2. Voting Eligibility

- **Eligible Voters:**
 - All members in good standing, as defined by Birkenhead United AFC.
 - Members in attendance to vote must sign in at the door on the evening of the AGM to have their eligibility to vote approved.
- **Pecuniary Liabilities:**
 - No member shall be entitled to vote if they have unpaid dues to the club for over two months (Clause 25.4.3).
- **Multiple Memberships:**
 - Junior Members' votes may be cast by a parent or guardian, as outlined in Clause 25.4.1. This means that if you have multiple children registered, you are entitled to only one vote on their behalf.
 - If you are also registered as a club member yourself, you will receive an additional vote.
- **No Proxy or Postal Votes:**
 - No proxy or postal votes are permitted at General Meetings (Clause 25.4.5).

3. AGM Voting Process

- **Scrutineers:**
 - The chairperson at the General Meeting shall appoint scrutineers from non-voting members before any vote is taken (Clause 25.4).
 - The scrutineers will destroy all voting papers after the results are announced.
- **Voting Methods:**
 - Voting shall be done in person on the voting paper provided on the night.
 - Each eligible voter is entitled to cast one vote per available board position. For instance, if there are 10 board positions open, you may select up to 10 candidates from the list.

- Voting is conducted by anonymous ballot.
- **Quorum:**
 - A minimum of 20 members must be present for the meeting to proceed (Clause 25.4.5).

4. Election Procedure at the AGM

- **Introduction of Candidates:**
 - Candidates who have been nominated for the role of Officer of the Board will have their Candidate Statements distributed to club members in the week leading up to the AGM and also placed on the club website.
 - C.V's and Candidate statements provided will be printed and available at the AGM before the election takes place.
- **Ballot Casting:**
 - Voting papers are distributed, and votes are cast anonymously.
 - The highest polling candidates shall be declared elected.
- **Tie-Breaking:**
 - In the event of a tie, the chairperson does not have a casting vote, and the status quo shall remain (Clause 25.4.2).
 - A second ballot (and, where necessary, succeeding ballots) of the tied candidates shall be held to determine the winner.

5. Post-Election Procedures

- **Announcement:**
 - Election results are announced at the AGM.
- **Destruction of Ballots:**
 - All voting papers are destroyed by the scrutineers once the results are announced.
- **Board Induction:**
 - Newly elected members are inducted into their roles, with a transition period for outgoing members.