

# **GN Policies and Procedures**

## **Policy Section: Board Governance and Meetings**

### ***Subsection: Executive***

#### **Topic: Nomination and Election of Executive Officers**

**Status: Approved by Board**

**Date: 1 June 2021**

### ***Policy Statement***

The GN Executive includes the President, Vice-president, Secretary and Treasurer. The election of Executive Officers and their Term of Office are subject to clauses 3.2.6 and 4.5 in the bylaws.

#### **Relevant bylaws clauses:**

*3.2.6 Any Member shall have the right to vote at any General Meeting. Such vote must be made in person. No electronic voting shall be allowed. Motions shall be voted by show of hands and elections by secret ballot. A secret ballot shall also be used for any vote where at least 5 Members present at the meeting request it.*

#### *4.5 Board Elections and Term of Office*

*4.5.1 Executive Officers are elected by Members at the Annual General Meeting. The Past President and Directors at Large are appointed by a motion at the Board. An Executive Officer position can only be occupied by one person. Deputy positions can be assigned by the Board.*

*4.5.2 The term of office for Directors expires at the next Annual General Meeting. There are no limits to the number of re-elections for an Executive Officer or reappointments for an Other Director. A Director must be a Member of the Society.*

*4.5.3 A Director may be removed from the Board at a General Meeting by two-thirds of the Society Members. Removal of Directors shall require notice of motion in a Society Announcement at least one month prior to the Membership vote.*

*4.5.4 If a Director is unable to carry out his/her duties or is removed from the Board, then the remaining Directors may appoint a replacement from the Society Members. A replacement is mandatory if the Director is a President, Treasurer or Secretary. The replacement shall serve until the next Annual General Meeting.*

## **Procedures**

### 1. Nominations:

- 1.1. A call for nominations shall be placed in the January Chronicle. Only GN members can be nominated.
- 1.2. Nominations shall be received, in writing, by the Board no later than 30 days prior to the AGM and shall indicate that the nominee has been notified and accepts the nomination. These nominations shall be published in the March Chronicle.
- 1.3. If no nominations are received before the deadline for a particular position, nominations from the floor shall be accepted at the AGM.

### 2. Elections

- 2.1. Elections at the AGM shall follow clause 3.2.6 of the bylaws.
- 2.2. Before any vote proceeds, the AGM chair shall inform the audience that only GN members have a right to vote. According to the bylaws (clause 3.11) "Any Membership owner in arrears for dues for a period of 6 months shall lose its Membership" and will therefore not be eligible to vote.
- 2.3. Members shall secretly vote by writing the name of their selected candidate on a voting form (ballot). In order to expedite the vote, the Board shall ensure that these forms, along with pens or pencils, are made available beforehand. Two scrutineers shall be nominated from the floor to count the votes.
- 2.4. If only one candidate has been nominated, he or she shall be elected by acclamation and no vote is required.
- 2.5. If an Executive Officer position cannot be filled at the AGM due to the lack of a successful nomination, the newly-formed Board may appoint the Executive Officer at a Board meeting for the duration of the Board's term. The Members shall be promptly informed of the appointment by a "Society Announcement" (as defined in Clause 2.10 of the Bylaws).

#### Bylaws Clause 2.10:

*"Society Announcement: notice made to Society Members through the Chronicle, at a General Meeting or contact by regular mail, electronic mail or phone to individual Members."*