

ATV MN Election Procedures

1. Purpose of Election Committee

The ATV MN By-Laws has established the Elections Committee to administer the elections of State Officers in accordance with these election procedures adopted by the State Board of Directors.

2. Composition of Election Committee

The Election Committee shall be composed of one regional director from each region, selected by the other directors of that region. The Executive Board shall appoint one of its members to serve as the committee chair. Members of the Election Committee shall not seek or except a nomination for an office in the next election.

3. Annual Election Process

For each election, the Election Committee shall submit the proposed election procedures and schedule to the State Board of Directors for approval no later than the May meeting. The proposed election procedures shall include the:

- Elections process steps and schedule.
- Elections notice.
- Nomination form.
- Candidate profile questionnaire

4. Nomination Process

The Elections Committee shall carry out the following steps in accordance with the approved annual election process.

Notice of Elections - A notice of the elections will be placed in the ATV MN official magazine and newsletter and on the website. The notice shall include the:

- Offices for which an election is being held.
- Duties of the office.
- Meeting attendance expectations.
- Candidate eligibility requirements.
- Instructions for the filing of nominations.

Filing of Nomination – Nominations must be filed using the official nomination form which can be downloaded from the ATV MN website, or requested from the ATV MN Office. The nomination forms are to be submitted by email or postal mail to the ATV MN Office.

There will be no nominations accepted at the meeting from the floor.

Qualification of Nominations – Nominations shall be reviewed by the Election Committee and ATV MN staff to:

- Determine if the nominee and person making the nomination has been an ATV MN member for 180 consecutive days including the day of the election.
- Confirm with the nominee that they accept the nomination.
- Inform the nominee and person making the nomination as to the determination of qualification to be a nominee.
- Place the names of the qualified nominees on the ATV MN website.

Candidate Profiles – Each candidate may have their candidate profile published in the ATV MN newsletter and or magazine prior to the election in which they may share their:

- Experience in the sport of ATVing.
- Experience with ATV MN.
- Involvement with ATV clubs.
- Reason(s) for seeking office.
- Personal qualifications that apply to the responsibilities of the office.
- Vision for the sport of ATVing and ATV MN.

5. Voting Process

All voting is in person as there is no proxy voting. No person shall be eligible for election unless nominated, therefore, write-in voting is not allowed.

For offices where there is only one nominee, the Election Committee Chair will call for a motion and second for a white ballot, on which the general membership votes verbally to approve or disapprove (ayes or nays) the motion.

Preparation of Ballots – In the case of two or more nominees for the same office, a ballot shall be prepared for that office with the name of each nominee. Ballots will be prepared in advance of the election meeting.

Distribution and Collection of Ballots – In cases where there are two or more nominees for the same office, ballots will be provided to verified ATV MN members in good standing and collected in a ballot box prior to the start of the election meeting.

Counting of Ballots & Reporting of Election Results - The ballots shall be collected and counted by the Election Committee. The candidate receiving the most votes for an office is elected for that office. The Elections Committee Chair shall inform the General Membership of the election results during the general membership meeting.

In the case of a tie vote, the winner will be determined by a coin toss conducted by the Chair of the Election Committee. A neutral third party draws the name of one of the tied candidates and that candidate calls the side of the coin.

6. Ballot Retention, Review, and Election Challenge

All ballots will remain in the possession of the ATV MN Office for a period of 60 days following the announcement of the results. During that period, any member of the Association in good standing shall be entitled to review the ballots upon request and submit a formal protest to the results of the election. The time and place of such a review shall be determined by the Board of Directors.