

ELECTIONS AT THE SVGAT'S AGM FOR 2019

BOARD OF DIRECTORS ELECTION PROCESS

1) Introduction

- According to paragraph (22) of the St. Vincent and Grenadines Association of Toronto (hereinafter "The Association") By-laws, each year Board seats are opened for elections according to numbers. Elections will take place during the Annual General Members Meeting that is normally held in the month of January. For 2019, the Annual General Meeting will be held on Sunday, January 27.
- The logistic of the elections and its running will be managed by the election committee.

• 2) The Election Process

• 2.1) Eligible Candidate

- No person shall be appointed or hold office as a Director if he/she is a person who:
 - Is under 18 years of age;
 - Is an undischarged bankrupt;
 - Is prohibited from being a Director or promoter of the Associations; or
 - Has been adjudged to have been of unsound mind.

• 2.2) Eligible Voters

- Only persons fulfilling the following criteria are able to vote:
 - Any member of The Association in good standing. Good Standing in this context refers to a member who has paid his/her membership dues for the year 2018. All paid members for the 2018 year have up to March 31st, 2019

- (Nominations will be accepted from the floor at the AGM)
- **4) How to Nominate**
- Nomination forms will be submitted to all members by regular mail or email. The nomination forms will also be made available online on the Association's website.
- Members will be required to complete the nomination forms and submit to the Association by regular mail or email.
- **5) Verifying Nominations**
- Two Board members liaise with the Election Committee to verify that all nominations were submitted within the given period and include all the required information. The Chair of the Election Committee would notify nominees and the nominators of the receipt of the nominations. The Nominees will at the same time be asked for confirmation of their intent for the seat. Ineligible nominations will be rejected and the nominators and nominees notified separately.
- **6) Finalizing the Slate of Candidates**
- The Elections Committee will review all completed nominations to verify that the nomination process was followed and will review nomination forms to determine that all nominees meet the general criteria as defined in the by-laws. The Elections Committee shall, as far as practically possible, seek the following additional conditions for eligibility of candidates to the position of Board Director.
- Previous Board or organizational leadership experience;
- Skills in business management and leadership;
- Fund raising for not-for-profit organization experience;
- **7) Notification of Candidates**
- The Elections Committee Chair, through the Association's Secretary sends a final slate of candidates via email to members.
- All candidates would be given the opportunity to present themselves to the general membership in a brief speech during the Annual General Meeting prior to the election. The members may also direct questions to candidates during the open comment period.

- **8) Voting**
- Votes can be cast by proxy or by a paper ballot.
- For the Annual General Meeting on January 27, 2019 there will be the election for one (1) person to be the president then there will be election for the four (4) retiring directors. Of the four (4) new directors, one (1) shall be for a two-year term while the other three (3) will be for one-year terms.

8.1) Paper ballot on Election Day

The election is conducted during the Annual General Meeting and is carried out via paper ballots containing a list of the candidates' names and a ballot number.

Each mark on a ballot represents one vote. Voters can choose not to vote for any candidate. The ballot paper provides an option not to vote for any candidate on the ballot.

Voting will be by secret ballot. An inclusion of any personal data on the ballot paper invalidates the vote. It will be counted as spoilt.

Elections will be closed as soon as the last member or proxy present in the meeting room casts his/her vote. Candidates with the highest number of votes will be declared winners.

In the event of a tie for an open position, voting for that position will be repeated (only by paper ballot) the same day until there is a winner.

All open positions shall be subject to an election process even if there is only one candidate. In that event, the chair of the elections committee shall call for a vote by acclamation and if the majority of eligible voters vote in favour of the call, the chair of the elections committee shall declare the lone candidate as the winner for that position.

If no one is nominated for the vacant position, then the chair of the elections committee shall declare the position vacant and the Board will be required to apply the relevant provisions of the By-Laws to fill the position.

8.2) Vote Counting and Announcement of Election Results

The members of the Elections Committee present during the Annual General Meeting, in addition to no more than two (2) volunteers from the membership shall count the votes to determine the winners.

The Chair of the Elections Committee announces the election results after the vote count with the vote detail for only elected candidates.

The election results are simultaneously recorded in the Association's records and published on the Association's website.

Proxy Form

The undersigned member of the St. Vincent and Grenadines Association of Toronto Inc. hereby appoints _____ of _____, Ontario or failing the person above, _____ of _____, Ontario as my proxy to attend and act at the meeting of members of the Corporation to be held on the 27th day of January, 2019 and at any adjournment or adjournments thereof in the same manner, to the same extent and with the same power as if I was present at the said meeting or any adjournment or adjournments thereof according to the By-Laws of the Association.

Dated this _____ day of January, 2019

Print Name of Member