

# RHAA Voting Process for Elected Positions

---

## Document Summary

This document outlines the procedures to be followed by the RHAA Board when voting for all elected positions (e.g. Executive Committee, Travel Coaches, House Coaches, etc.). There are two procedures that can be followed. The first is for an election where only a single candidate exists. The second is for an election where there are multiple candidates.

The purpose of this process is to provide candidates with a fair and equal opportunity to be considered for a position for which they wish to serve.

NOTE: This does not apply to Tournament Team selections. Tournament Team coaches will be appointed by the Commissioner from the pool of approved coaches from that season.

## Single Candidate Procedure

In a situation where only a single candidate is up for election the following process will be used:

1. The candidate will identify themselves as being interested in serving in that role.
2. The candidate will be allowed to address the board with why they should be considered for that role.
3. A motion to approve the candidate will be made.
4. Discussion will be allowed with the following format:
  - a. Each board member will be presented a single opportunity to speak for or against said candidate. A board member may not take more than 3 minutes to speak.
  - b. A board member who has previously spoken may address questions directed at them by other board members who have spoken.
  - c. Order of speaking will be determined by the official presiding over the meeting.
5. Once discussion is closed a vote will occur.
6. Votes will be conducted via open question. (i.e. All in favor, all opposed, all abstaining)
7. The secretary will record the vote.
8. A simple majority of voting members present in the meeting will be required to pass the motion.

## Multiple Candidate Procedure

In situations where multiple candidates have indicated their interest in a position the board will use the following process. This process is designed to eliminate peer pressure during voting and to provide all candidates equal ground on which to be considered.

1. Candidates will identify themselves as being interested in serving in that role.
2. Each candidate will be allowed to address the board with reasons why they should be considered for that role.
  - a. A candidate MAY choose to have other candidates (including board member candidates) excused from the room during this time. (This is done to prevent a following candidate from having a "last word" situation.)
  - b. Board members will have an opportunity to question the candidate during this time.
  - c. All candidates will have an opportunity to address the board but this is not required.
3. A motion will be made to vote on the candidates. This motion has the following criteria:
  - a. The voting is done by recorded ballot.
  - b. All candidates expressing interest are on the ballot.
  - c. Amendments to the ballot may be made via motion and voted on by the board.

- d. The ballot will be approved via vote.
4. Discussion will be allowed with the following format:
  - a. Each board member will be presented a single opportunity to speak for or against any of the candidates on the ballot. A board member may not take more than 3 minutes to speak.
  - b. A board member who has previously spoken may address questions directed at them by other board members who have spoken.
  - c. Board members who are candidates will not have an opportunity to speak during discussion. They have already stated their case during time addressing the board with other candidates. They may address direct questions.
  - d. Order of speaking will be determined by the official presiding over the meeting.
5. Once discussion is closed voting will occur.
6. Voting is done via the following process:
  - a. A recorded ballot will be used.
  - b. Each board member will have a ballot which will contain the names of the candidates.
  - c. Board members will vote for as many candidates as there are open positions. They may vote for fewer but not more. Any ballot containing more votes than allowed will be determined invalid and discarded as an abstention on all counts.
  - d. Ballots will be turned into the Secretary.
  - e. Board Members who are also candidates cannot vote for that election.
7. Upon completion of voting the Secretary will tally votes. The President will confirm the tallied votes. Once confirmed the final results will be announced.
8. Candidates will be considered elected by the following criteria:
  - a. For a single position, the candidate who received the majority of votes will be elected, even if this is not a simple majority of the voting membership present in the meeting.
  - b. For a multiple position vote, the candidates who receive the top X votes will be elected. X is equal to the number of positions being elected. For example, if there are 5 positions and 7 candidates the top 5 candidates will be elected.
    - i. When a tie occurs that would force the board to choose between the candidates a new ballot will be created and the process will be repeated until each position is filled.
9. The final vote will be recorded by the Secretary in the minutes.