



Foothills Hockey Association Elections Procedures

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ARTICLE I. OVERVIEW

Foothills Hockey Association (the “Association” or “FHA”) holds elections annually to form the Board of Directors for the next term. Members in good standing are eligible to cast a vote according to the Association Bylaws and these Procedures.

The dates and deadlines for elections are set annually so that the transition of Age Division Directors occurs with the April Board of Directors meeting.

Section 1.01 Voting Rights

A registered player and their parent(s) or guardian(s) are together considered a single member. Therefore, each family is eligible to cast one (1) vote per registered player.

Section 1.02 Elected Positions

Per the Association Bylaws, Age Division Directors, the Director of Coaching, and the offices of President, Vice President, Secretary-Treasurer, and Recorder-Registrar are elected positions.

Section 1.03 Age Division Directors

Age Division Directors are elected by a simple majority of votes cast by electronic ballot by members who have a player that is eligible to participate in the respective age division for the next season.

Section 1.04 Director of Coaching

The Director of Coaching is elected by a simple majority vote by members who served as a head coach or assistant coach in the season prior to the election term of office.

Section 1.05 Officers

The offices of President, Vice President, Secretary-Treasurer, and Recorder-Registrar shall be elected by the Board following the annual election of directors.

Section 1.06 Qualifications

- (a) Each director or officer must be at least twenty-one (21) years of age during the term of office and be a Member (a parent or legal guardian of a participant) in good standing of the Association.
- (b) No more than one member per family may serve as a voting member on the Board concurrently.
- (c) Age Division Directors must be the parent or legal guardian of a player in the age division which he or she would represent during the term unless a vacancy has occurred.
- (d) All candidates for the office of President must have been a member in good standing for a minimum of two (2) years and have served a minimum of one (1) term as a member of the Board of Directors.
- (e) All candidates for the Director of Coaching position must have at least one (1) year of experience as an Association hockey coach.

ARTICLE II. ELECTION PROCEDURES

Section 2.01 Voting List

Prior to the nomination period, the Recorder-Registrar will prepare the voting list of all eligible voting members and the age division in which they may vote.

Section 2.02 Notice

The Recorder-Registrar will notify all eligible members on the Voting List of the election dates and deadlines, the process for submitting nominations, and voting procedures/instructions.

Section 2.03 Nomination Period

- (a) The nomination period for directors and officers typically opens 30 days prior to the election of Directors.
- (b) A member may nominate themselves or another member by submitting a nomination form by the published deadline.
- (c) A member may NOT be nominated for more than one (1) Director position, nor may members of the same family be nominated for different Director positions.
- (d) Once the Nomination Period has closed, no write-in votes will be accepted.

Section 2.04 Nomination Procedure

- (a) The Registrar-Recorder will post the nomination form on the Association website and will notify members when the nomination period has opened.
- (b) During the nomination period, the Recorder-Registrar will notify members nominated by someone other than themselves of their nomination and will give the nominated member the option to accept or decline the nomination.
- (c) All nominees must complete a Candidate Profile within one (1) day after the close of the nomination period. Nominees who fail to submit a candidate profile will be disqualified.
- (d) The Recorder-Registrar will close nominations after 30 days and will post the slate of qualified candidates on the Association website no more than two (2) days after the close of the nomination period.

Section 2.05 Age Division Director Elections

- (a) At the conclusion of the nomination period, the Registrar-Recorder will send an electronic ballot to all eligible voting members to elect their respective Age Division Director(s).
- (b) Electronic voting will be open for seven (7) days.
- (c) At the conclusion of the Election period, the Registrar-Recorder will certify ballots and will communicate the results of the election to the Board of Directors.
- (d) The President will communicate the results of the election to each of the candidates.
- (e) In the case of a tie, the Directors that have been elected to the new Board will determine, by secret ballot and simple majority, who will be selected to serve at the April Board of Directors meeting.

Section 2.06 Director of Coaching Elections

- (a) At the conclusion of the nomination period, the Registrar-Recorder will send an electronic ballot to all eligible Coach members to elect the Director of Coaching.
- (b) Electronic voting will be open for seven (7) days.
- (c) At the conclusion of the Election period, the Registrar-Recorder will certify ballots and will communicate the results of the election to the Board of Directors.
- (d) The President will communicate the results of the election to each of the candidates.
- (e) In the case of a tie, the Hockey Director will cast the deciding vote.

Section 2.07 Officer Elections

At the conclusion of the Director Elections, Officers will be elected by a simple majority vote of the new Board.

Section 2.08 Vacancies

The Board may, at its discretion, fill any vacancy on the Board, by a simple majority vote of the remaining directors.