



## Conduct of ICC Membership Council Elections

These procedures outline the conduct of elections at the Annual Business Meetings of the ICC Membership Councils ("MC").

- 1.0 Order of Business:** The first item at an Annual Meeting shall be the elections to fill expiring terms on the Governing Committee ("GC"). After all expiring terms on the GCs have been filled; the position of Chair will be elected, followed by the position of Vice Chair and any other officers. (See 10.0 below.)
- 2.0 Eligible Voters:** Eligibility is detailed in each Membership Council's Charter. All MC charters state that voting members must be members of the Council for a period of at least 30 days prior to the meeting. Members must be present to cast their ballot, and only one vote is authorized for each eligible attendee.
- 3.0 Governing Committee Report:** The Governing Committee members whose terms are NOT terminating shall act as a nominating committee, bringing forth the names of one nominee for each vacant seat. The Chair of the MC shall read the entire list of nominations.
- 4.0 Election & Floor Nominations:** The MC Chair shall then proceed to conduct the elections by calling to the floor the election of each individual seat being vacated, the corresponding Governing Committee nomination and then call for nominations from the floor. Floor nominations shall only be made by member's in good standing eligible to vote in the election. Floor nominations shall be seconded by a member in good standing eligible to vote in the election.
- 5.0 Voice Vote:** If no nominations for an open seat are made from the floor, the Chair shall call for a vote for that seat by raising of the voting card of each eligible voter. The Chair shall determine and declare the result of the election. When there is more than one nominee for a vacant seat, the Chair may choose to call for a ballot vote.
- 6.0 Ballot:** The Staff Liaison shall provide paper ballots in sufficient number to accommodate all voting members present. Each person qualifying as an eligible voter in accordance with the Council Charter shall be entitled to a single ballot and one vote. A ballot shall contain only one vote for each seat vacant if it is to be counted. Only legible names shall be counted.
- 7.0 Ballot Counting:** When the ballots have been collected, the Chair will appoint an individual to count and record the ballots. The individual shall count each ballot and shall prepare a report for the Chairman which states the number of votes cast for each person.
- 8.0 Ballot Results:** Upon receipt of the results, the Chair shall read the same and declare the results to the members. In the event of a tie vote, the Chair shall call for further voting by the voting members present with respect to the tied candidates. Such further voting may be by a show of hands or by written ballot.

**9.0 Failure to achieve a majority:** During an election to fill an open GC seat, should no candidate receive a majority vote (50% +1), a run-off election shall be held. The candidates standing for the run-off election shall be the two candidates with the highest number of the votes received during the initial ballot.

**10.0 Terms of Office:** Any officers whose terms are complete must be reelected to the Governing Committee before being eligible for reelection to his/her officer seat. Newly selected Governing Committee Members will unofficially take their seats at the end of the Membership Council Annual Meeting so as to select officers, etc. All Governing Committee member elections are to be made official by ratification of the ICC Board of Directors before the end of the calendar year.

**11.0 Officer selections:** The Chair, Vice Chair, and any other officer positions will be selected by Governing Committee members after all vacated seats have been filled by Member Council Elections.