

FEATHER RIVER RAIL SOCIETY

DATE: June 2016
ITEM: New Business 1
FROM: Eugene Vicknair and David Epling
SUBJECT: **Election Ballot Return Date**

This is an overview of the ballot return deadline issue from the 2016 Board Election.

There was an initial error that occurred when the Election Committee drafted the ballot instructions. The revised election policy was not reviewed and as a result the deadline was set following the guidelines of older policy. The printed deadline was June 3, rather than May 27, which was the date set by the revised policy adopted in 2014.

In addition, there was a typo, where the day was listed as Wednesday, June 3, instead of Friday, June 3.

The ballot materials were mailed out with this date and were received by the membership.

In late May, it was noted by some members that the FRRS Calendar listed May 27 as the Ballot Return Deadline. Upon review of policy, it was determined the date in the mailed materials conflicted with the policy date.

A decision was made by Vice-President Habeck to have Election Chair Epling announce that the May 27 date would be held to and to close the election Post Office Box.

After several members complained, another review was done of the dates and the relevant policies and by-laws. It was recommended by several directors that the June 3, Friday date, which was the only date widely distributed to the membership during the election, be the Return Deadline. Furthermore, the Board would be given this outline of events and affirm the date in open session for full transparency.

Election Chair Epling posted a notice that the June 3rd date would stand and ballots accepted up to the publicized date.

Requested Action: Formal notice by the Board of the date error and entry of this outline into the official record.

Recommendations for modification to FRRS Election Policy

In order to prevent such an occurrence in the future, the following recommendations are suggested for addition to the FRRS Election Policy:

1. All Election Materials to be printed shall be proofread and checked against policy by all 3 members of the Election Committee plus at least 2 others not involved in the Election. It is preferred that these 2 additional persons be the Policies Manager and the FRRS Secretary, provided they are NOT up for election in that cycle. If one or both are up for election, alternate proofreaders shall be used, preferably officers, directors and / or past election chairs. Materials will be sent for print only after all 5 persons acknowledge review of the materials and certify them correct in writing (email will be accepted) to the Election Chair. Their acknowledgements will be noted in the final election report.
2. In the event of an error or omission, the Election Committee shall convene to review the issue as a group. If the issue is a matter of policy and procedure, they shall consult a group of 3 Directors NOT up for election and who are designated by the President at the start of the election cycle. Any decision to work around the error or omission shall be made by this group. If they feel the issue warrants, they may bring the issue to the full Board or call a special Board meeting in accordance with established procedure for special meetings.
3. Any errors and / or issues and their corrections shall be reported to the Board via email and formally reported at the next regular meeting. They shall also be listed in the post election report.
4. All Election Committees, when designated, shall be given copies in hard copy and / or PDF form of the following:
 - a. FRRS By-Laws
 - b. Current FRRS Election Policy
 - c. Election Final Reports from past two years
 - d. FRRS Calendar for that year

Election Chair David Epling has also suggested that the ballot return deadline be moved back to the Friday immediately before ballot counting.