

## **ASSOCIATION OF BISHOP'S RETIREES**

### Procedures for Election to the Executive Committee

As provided for in the Constitution, the election of officers to the Executive Committee of the Association of Bishop's University retirees (hereinafter ABUR) shall take place every two years and normally will be held at the Annual General Meeting in the Spring. The four positions are: President, Vice-President, Secretary and Treasurer, and the term of office is two years, renewable.

### Call for Nominations

1. At least four weeks prior to the Annual General Meeting (AGM), the President shall call for nominations for the four elected positions. Notice of this call for nominations shall be sent by e-mail to all members of the Association and posted on the ABUR website.

(The operative date for this year would be April 28<sup>th</sup>, 2017 , if the AGM is to be held on May 26, 2017 )

2. Any member may nominate any other member who is in good standing, i.e. who is a paid-up member.
3. Nominations may be made in writing to the Secretary by regular mail or by e-mail to the Secretary or to ABUR, The Mailroom, Bishop's University, 2600 College St., Sherbrooke, QC, J1M 1Z7).
4. Those who are nominated must agree to stand for the position for which they are nominated.
5. Nominations will remain open during the AGM and close prior to voting. If there are additional nominations made at the AGM, the President will announce these names at the AGM prior to the election.

### Publication of Nominations

At least two weeks prior to the AGM, the names of members so far nominated will be sent in a notice to all members and posted on the ABUR website.

(The operative date for this year would be May 12<sup>th</sup>, 2017 )

## Voting

1. Voting will take place at the AGM by secret ballot and continue by e-mail and postal ballot for a period of three weeks after the AGM. ( June 16<sup>th</sup>, 2017 in this year's case).
2. Any member in good standing may vote in the election.
3. Two members of the Association selected at the AGM who are not members of the Executive will act as scrutineers for the election and receive the secret ballots, and the postal and e-mail ballots from the secretary.
4. A simple plurality of votes cast for each position shall be sufficient to be elected to that position. If there is only one candidate for a given position, that candidate will be deemed to be the elected candidate.
5. The names of the candidates who are successfully elected shall be announced by e-mail or regular mail to all members of the Association within one week of receiving all ballots. (before June 22<sup>nd</sup>, 2017 in this case).

## NEW EXECUTIVE

The new Executive of ABUR will commence operation on June 30<sup>th</sup>, 2017.