

South Australian Rifle Association Inc
Rules for the Election of Directors
2023 Two (2) Directors

1. Appointment of Returning Officer

For the purposes of conducting the election the Board shall appoint an independent person who has no interest in the outcome of the election to act as the Returning Officer.

2. Election Timetable

The Board shall establish a timetable for:

- a) the opening of nominations (must be at least 49 days prior to AGM)
- b) the closing of nominations (at 10am on a day at least 35 days prior to the AGM)
- c) the opening of the ballot (at least 26 days prior to the AGM)
- d) the closing of the ballot (at 10am on a day at least 5 days prior to the AGM).

3. Electoral Roll

- a) The Association shall be responsible for maintaining a membership roll which shall be the roll of persons eligible to be nominated as candidates, to nominate candidates and to vote in the election.
- b) The roll shall contain the names, addresses, email addresses and mobile phone numbers of all Life Members and all financial Individual Members.
- c) Immediately following the close of the roll, the Executive Officer shall certify its correctness and provide a copy to the Returning Officer.

4. Nominations

- a) The Returning Officer shall call for nominations in an election notice published on the Association's website, attached to appropriate notice boards, and e-mailed to members direct and Club Secretaries.

The election notice may be in the form of Attachment 1.

The nomination form may be in the form of Attachment 2.

- b) Nominations must be on a nomination form available from the SARA Office, emailed to members direct or downloaded from the SARA Website. Each nomination form:
 - (i) must be signed by the nominated candidate and two nominators eligible to vote in the election
 - (ii) must contain
 - (a) a statement that the nominated candidate consents to stand as a candidate
 - (b) a declaration signed by the nominated candidate certifying that he/she is qualified to be elected

- (c) a disclosure of any position the nominated candidate holds in a District Association or a Club, including as an officer, a Participant, a Delegate or an employee.
- c) Candidates may provide a profile/statement of not more than 200 words in support of their nomination. Such profiles/statements shall not contain information that may be misleading, inaccurate, or defamatory to any other candidate. Candidate profiles will be included in the electronic ballot.
- d) All nominations and profile/statements must be delivered to or forwarded by post or email or text message so as to reach the Returning Officer by the close of nominations.
- e) Nominations received by the Returning Officer after the date and time set for the close of nominations shall be invalid.
- f) Nominations may not be withdrawn after the date and time set for the close of nominations.
- g) If the name of the candidate and the names of the two nominators are contained on the roll, the Returning Officer shall accept the nomination; otherwise the nomination shall be rejected. In either case the Returning Officer shall advise the candidate of the outcome of his/her nomination.
- h) The Returning Officer shall, after checking the validity of the nomination (including all details against the "Roll"), contact all candidates notifying them that their nomination has been received, is in accordance with The Election Rules and accepted or rejected.

5. Uncontested Election

If the number of nominations received for the Board does not exceed the number of vacancies to be filled, then, subject to clause 12.3(d) of the Constitution, those nominated will be declared elected at the AGM.

If the number of nominations received is less than the number of vacancies, the Board may co-opt members to fill the remaining vacancies.

6. Contested Election

- a) If the number of valid nominations received in the election is greater than the number of vacancies to be filled, the Returning Officer shall make the necessary arrangements for a ballot to be conducted by electronic voting using the "ElectionBuddy" voting software.
- b) All eligible persons whose names appear on the roll shall receive a link for the electronic ballot via email (text message or post for those who have not supplied an email address to the Association).
- c) The electronic voting software will provide for random listing of candidates on the ballot.
- d) A copy of each candidate's profile/statement will be included in the electronic voting software.

- e) The electronic voting software shall have instructions on how the ballot shall be selected to exercise a valid vote and the number of vacancies to be filled.

7. Voting

The method of voting shall be first past the post. In order to record a formal vote, an elector must cast a number of votes equal to or less than the number of vacant seats by selecting the name of those candidates. An elector must not vote for more than the required number of candidates to be elected.

8. Scrutineers

For the purposes of the scrutiny each candidate may appoint in writing a person to represent him/her during the opening of ballot results. Such persons may not be a candidate in the same election.

9. Scrutiny

The Returning Officer or any other person shall not attempt to discover how individual electors are voting or have voted.

10. Counting of Ballot Papers

The number of candidates required to fill the vacancies receiving the greatest number of votes will be elected.

If a tie exists for the last remaining position/s, the Returning Officer will determine who shall be elected by lot, as follows:

The names of the tied candidates will be written on a separate piece of paper of the same size, folded, placed into a container and shuffled. The Returning Officer shall draw a piece of paper from the container, the name contained on the paper being the name of the candidate elected.

11. Results of Ballot

The Returning Officer shall report the result of the ballot to the Board and the result will be declared at the AGM.

For the 2023 Election of Directors, the two (2) candidates with the highest number of votes will be elected for a 2-year term. This is to provide for an alternating pattern with existing Directors. Retiring Directors may nominate for re-election as per the maximum number of terms as contained in the Constitution.

The candidates elected for a 2-year term must retire at the November 2025 AGM.

ELECTION

South Australian Rifle Association Inc

Election of Two (2) Board Directors

Notice is hereby given that arrangements have been made for me to act as Returning Officer for the purpose of conducting an election for **two (2)** Board Directors of the South Australian Rifle Association Inc.

Two candidates will be elected for a 2-year term ending at the November 2025 AGM.

Nominations are invited and may be made at any time from Friday 8 September 2023 to reach me by **no later than 10am on Friday 29 September 2023** from any person eligible to be a candidate for election to the vacancies.

Persons eligible to nominate and vote include all Life Members and Financial Individual Members as at 5pm on Friday 29 September 2023.

Nominations must be made on the approved form, signed by the candidate and two persons eligible to vote in the election.

Nomination forms may be downloaded from the website, obtained from the Association office or use the nomination form emailed to eligible members.

Candidates may attach a profile/statement of not more than 200 words in support of their nomination. Profile/statements must reach the Returning Officer no later than the close of nominations, **10am on Friday 29 September 2023**.

Should a ballot be necessary, voting for this election will be conducted using electronic voting software. All eligible financial members who have supplied their email address to the Association will receive a link via email. All other eligible financial members will receive instructions and a link via text message or post to the address shown in Association records. The electronic ballot will **open on Sunday 8 October 2023** and **close at 10am on Sunday 29 October 2023**.

Leanne Galpin
Returning Officer

**South Australian Rifle Association Inc
Election of Two (2) Board Directors**

NOMINATION FORM

To: Returning Officer, South Australian Rifle Association
SARA.returningofficer@gmail.com

NOMINATORS (2 required)		
Name		
Address		
Phone Number		
Email		
Signature		

We, the nominators specified on this paper, being Life Members or Financial Individual Members as at 29 September 2023, do hereby nominate the following person for election as a Board Member for the South Australian Rifle Association Inc.

NOMINEE	
Name	
Address	
Phone Number	
Email	
DECLARATION BY NOMINATED CANDIDATE	
<p>I, do hereby</p> <p>(a) give my consent to this nomination and agree to act if elected,</p> <p>(b) declare that I am a financial member and eligible to be elected,</p> <p>(c) I hold the following positions as described in 4.b).(ii) (c) of The Election Rules.</p> <p>.....</p> <p>.....</p>	
Signature	
Name to appear on the ballot-paper	

Candidates may, if they so wish, attach a profile/statement of not more than 200 words in support of their nomination. Profile/statements must reach the Returning Officer, SARA.returningofficer@gmail.com no later than the close of nominations. Preferably profiles should be provided in a Word Document.

NOMINATIONS CLOSE 10am ON FRIDAY 29 SEPTEMBER 2023