

LGBA Board of Director Election Procedure

Requirements / Qualifications / Expectations:

1. Minimum (1) year serving on board or as officer of local band or a non-profit organization.
2. Internet / on line chat access, including software download / purchase.
3. Means / availability to travel 2x per year. Attendance at one LGBA BOD meeting per year is mandatory, attendance at both (two) meetings per year is preferred.

Nomination Process:

1. Nomination process will be Chaired by either: LGBA President or LGBA Executive Vice President, whichever position is not up for re-election. This responsibility may be delegated to another LGBA BOD member who is not up for re-election.
2. Call for nominations will be announced via LGBA Yahoo Group AND list e-mail to all current full member band presiding officer(s).
3. Any member of a LGBA Member Band (in good standing) or an Affiliate Member of LGBA may nominate candidates. Self-nominations will be accepted.
4. Nominations will be open for (6) months prior to LGBA BOD conference / election.
5. All nominations must be made in writing or via e-mail, to LGBA Nomination Chair. Nominations shall include the candidate's name, band affiliation (if applicable), and the position(s) for which they are nominated.
6. All current LGBA BOD members whose term is expiring must inform Nomination Chair of intent to run for re-election (in writing or via e-mail).
7. Candidates may be simultaneously nominated for officer and member-at-large positions. Officer positions are indicated in the LGBA Bylaws.
8. Nominations will close (2) weeks prior to conference / election.
9. Nomination Chair will confirm intent of all nominees at least (1) week prior to conference / election.
10. Nomination Chair will print ballot(s) and bring to conference / election.
11. Candidates may withdraw from the election process at any time prior to the actual vote.

Election Process:

1. The Nomination Chair will conduct all business associated with the election.
2. List of candidates will be distributed to all voting delegates / board members at first delegate's meeting.
3. All candidates will present 3 minute or less verbal presentation at second delegate's meeting.

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4. Prepared written campaign material may be distributed prior to the election. Campaign material should focus on candidate qualifications and should not reflect negatively on LGBA or any other candidates.
5. Floor will be open for questions of all candidates upon completion of presentations. Time not to exceed 45 minutes.
6. Ballots for officer positions will be distributed to all voting delegates / board members. No more than one name will be circled on each ballot.
7. Officer position ballots will be counted immediately (see below for details) and before member-at-large elections are held. Any elected officer shall be removed from member-at-large ballots, if applicable, prior to the member-at-large election.
8. Ballots for member-at-large positions will then be distributed to all voting delegates / board members. No more than the required number of names will be circled on each ballot.
9. Proxy votes will be accepted for bands which are unable to send delegates.
10. Ballots will be counted by (2) board members whose term is not expiring (to be chosen by Nomination Chair). The Nomination Chair will not count ballots. If desired, a delegate may witness (but not participate in) the counting of votes. Candidates may not participate in or witness the counting of votes.
11. The candidates with the most votes will be announced as new board members at the conclusion of the ballot count.
12. In the event of a tie that needs to be broken, the candidates with the same number of votes will compete in a runoff election. Unused copies of the original ballots may be used, with only the tied candidates allowed to be circled.