

ELECTION BY-LAWS

1. INTRODUCTION

These By-laws are prescribed by the club's constitution Rule 28.(2) and in no way alter the intention of the rules within the constitution or Registered Clubs Act - Rule 28 copy attached.

2. NOTICE OF AGM & NOMINATIONS FOR DIRECTORS

(2.1) In July and no later than the 15th a notice in accordance with the club's constitution will be sent to members:-

- . Calling for nomination for election of officers
- . Giving notice of the A.G.M.

(2.2) The notice for nomination for election will provide for the opening and closing date for nominations, which will be no less than 14 consecutive days in total.

(2.3) Nominations must be in the form prescribed by the clubs constitution rule 28.1

(2.4) On receipt of a nomination the candidate will be given a copy of the clubs by-laws & rule 28.1 of the constitution.

(2.5) If a ballot is required a draw for positions on the ballot paper will be conducted by the returning officer at the close of nominations. The result will be posted on the clubs notice board.

3. THE BALLOT & VOTING

The board at its meeting in June will decide what days and what times the ballot will be conducted.

Provided:-

. that the ballot will be open on no less than 14 consecutive days.

. The spread of hours will be no less than 3 hours in any day and the ballot will remain open up to 7pm on each day.

(3.1) On polling day a notice will be placed at the polling desk advising members:-

- . It is unlawful to vote in the stead of another member.
- . Staff are prohibited from voting – Registered Club’s Act.
- . Members must sign the register of voters when requesting a ballot paper.
- . Only members who are financial no less than 14 days prior to the date of the AGM are eligible to vote.
- . No lobbying by candidates or their supporters is permitted on club premises when polling is open.
- . Before issuing a ballot paper the ballot attendant may request proof of identify.

4. APPOINTMENT OF A RETURNING OFFICER & SCRUTINEERS

(4.1) At its July meeting the Board shall appoint a Returning Officer and 2 Scrutineer to conduct and carry through the ballot.

5. APPOINTMENT OF BALLOT ATTENDANTS

(5.1) The Secretary Manager will post a notice on the notice board calling for nominations from members to act as **ballot attendants**.

(5.2) Any financial member not being a candidate for election or an immediate relative of a candidate may act as a ballot attendant. The Secretary Manager will prepare a roster for ballot attendants which will be posted on the notice board before the ballot. The Secretary Manager may appoint ballot attendants if insufficient nominations are received. Ballot attendants will act only in accordance with the clubs constitution and by-law.

(5.3) Each ballot paper issued by the ballot attendants will be signed on the back thereof by the ballot attendant at the time of issuing the ballot paper.

6. CANDIDATES MAY NOMINATE A SCRUTINEER

(6.1) A candidate for election may nominate a scrutineer to preside over the ballot count on their behalf. The Scrutineer whilst in the counting room may only act in accordance with directions from the returning officer.

7. POSTING OF NOTICES

(7.1) Election by-laws and rule 28 will be posted on the club's notice board from the date determined by the Board as the opening date for nominations for elections. i.e. before the 15th July.

8. CANDIDATES FOR ELECTION OTHER PROVISIONS

(8.1) Candidates for election may provide a **written profile** for posting on the notice board to inform members of the merit of the candidate. A photograph no larger than A5 in size may also be provided for display.

(8.2) The **profile** will not exceed 70 words, will not carry or make claims that are exaggerated, untrue or deemed by the Secretary Manager to be offensive in any way to others.

(8.3) If the Secretary Manager determines that the information provided in the **profile** by a candidate does not comply with the by-laws the Secretary Manager may omit or rectify the information, after first giving the candidate the opportunity to do so.

9. FINANCIAL MEMBERS MAY APPLY FOR AN ABSENT/POSTAL VOTE

(9.1) The application must be in writing to

The Returning Officer
P.O. Box 41
GERRINGONG N.S.W. 2534

(9.2) The applicant must attach a self address stamped envelope to the written request.

(9.3) The applicant must ensure that the postal vote is received by the Returning Officer, before the close of the ballot.

(9.4) The ballot paper must be completed by the applicant, placed in a sealed envelope provided by the club. The envelope will have the members name address and badge number clearly displayed in the place provided on the envelope.

(9.5) A postal vote received after the close of the ballot will be treated as "INVALID".

By Laws Approved by the Board 19th March 2012

RULES

- (i) It is unlawful to vote in the stead of another member.
- (ii) Staff are prohibited from voting – Registered Club's Act.
- (iii) Members must sign the register of voters when requesting a ballot paper.
- (iv) Only members who are financial no less than 14 days prior to the date of the AGM are eligible to vote.
- (v) No lobbying by candidates or their supporters is permitted on club premises when polling is open.
- (vi) Before issuing a ballot paper the ballot attendant may request proof of identify.

New Rule 36j(viii)

A financial member may make an application to the Returning Officer. For a postal vote, if the member is unable to attend the club during polling times. Postal voting will be conducted in accordance with the club's Election By – Laws, which will be posted on the Members Notice Board