

ELECTION POLICY AND PROCEDURES

*Members must be present at the Election Assembly
to stand for an Officer position or to put their name in box for Coordinator.*

I. OVERVIEW:

- A. Purpose – provide guidance supporting the election of trusted servants in accordance with the Al-Anon Legacies: the Steps, Traditions, and Concepts.
- B. Definitions:
 - 1. Electronic Voting Application – an electronic voting system designed to protect individual voting anonymity on each item requiring a vote.
 - 2. Teller(s) – person(s) appointed by the Chairperson who tabulate/report votes either electronically or by paper ballot. Tellers are selected from non-voting members in attendance who additionally are not standing for any elected position.
- C. Voting:
 - 1. Eligibility to vote – Each group chooses an outgoing Group Representative, an incoming Group Representative or an appointed member to vote for the group.
 - 2. Method – Voting may be either by electronic or paper balloting, as determined by the Assembly.

II. FLORIDA SOUTH, AREA 10 OFFICER CANDIDATES' ELIGIBILITY:

- A. Officers:
 - 1. Candidates for Officer positions must be residents in Florida South, Area 10.
 - 2. DELEGATE: All former and outgoing Florida South, Area 10, District Representatives, who have previously served a full three-year term as District Representative and a full three-year term as Group Representative, both in Florida South, Area 10 – total of six (6) years – and who have not previously served as Delegate for a full three-year term for Florida South, Area 10.
 - 3. ALTERNATE DELEGATE: All former and outgoing Florida South, Area 10, District Representatives, who have previously served a full three-year term as District Representative and a full three-year term as Group Representative, both in Florida South, Area 10 – total of six (6) years – and who have not previously served as Alternate Delegate or Delegate for a full three-year term for Florida South, Area 10.
 - 4. CHAIRPERSON: All former and outgoing Florida South, Area 10, District Representatives, who have previously served a full three-year term as District Representative and a full three-year term as Group Representative, both in Florida South, Area 10 – total of six (6) years – and who have not previously served a full three-year term as Chairperson for Florida South, Area 10.

5. SECRETARY: All former and outgoing Florida South, Area 10, District Representatives, AISLs, or Coordinators, who have served a full three-year term in Florida South, Area 10. No person shall serve as Secretary who has previously held that office for a full term in Florida South, Area 10.
 6. TREASURER: All former and outgoing Florida South, Area 10, District Representatives, AISLs, or Coordinators, who have served a full three-year term in Florida South. No person shall serve as Treasurer who has previously held that office for a full term in Florida South, Area 10.
- B. Area Officer Candidates should be familiar with the limitations of service, as defined in the “Area Officers – Terms of Office Policy”.

II. ELECTION PROCEDURES FOR AREA OFFICERS:

- A. A Past Delegate or Officer, who is not standing for a position, reads the Election Procedures eligibility requirements for each Area Officer position.
- B. The Chairperson asks all eligible candidates to stand and come to the front of the room. Those willing to serve remain standing.
- C. The Chairperson or designee displays the names of all eligible and willing candidates.
- D. If the Chairperson/Acting Chairperson is a candidate for any office:
 1. The Delegate will chair the election during that specific Officer election.
 2. If the Delegate is not present, the first of the following, who is not a candidate, chairs the election for the specific office in which the Chairperson is a candidate:
 - a) Alternate Delegate
 - b) Secretary
 - c) Treasurer
 3. If none of the officers qualify to chair, the Chairperson will select a volunteer from among the Outgoing District Representatives.

IV. VOTING PROTOCOL: (for all elections requiring balloting)

- A. Tellers: shall be non-voting members at Assembly and are not members of the current Area World Service Committee (AWSC) Panel appointed by the Chairperson.
- B. For all methods, a large writing surface and writing instruments are required for displaying candidate names and results. The Chairperson will assign responsibility for bringing these tools to the election Assembly.

1. Electronic Voting

- a. Florida South, Area 10 may utilize electronic voting for their election assembly, provided it is the same electronic voting program utilized for other Area 10 functions such as AWSC and Assembly. All voting members must have access to the electronic voting application.
- b. The designated teller is the person managing the voting application.
- c. The teller will forward results to the Chairperson or designee for display to the Assembly.

2. Paper Ballot Voting

- a. Paper ballots are supplied by the Area Secretary.
- b. Ballots are distributed to each voting member for each vote taken, collected from each voting member, and then counted in a secure area.
- c. Any ballot, containing any marks or remarks other than the name of a candidate who stood for a position, is void and a new vote will be taken.
- d. Tellers tally the votes and write the tallies on the board beside the candidates' names.

C. Candidates may remain in the room during the Election.

V. **ELECTION of DELEGATE and ALTERNATE DELEGATE:**

- A. The number of votes necessary to elect Delegate and Alternate Delegate is two-thirds (2/3) of votes cast.
- B. If there are two or more candidates and two-thirds (2/3) majority is not obtained on the first ballot, a second ballot is taken. A two-thirds (2/3) majority is still necessary to elect.
- C. If a two-thirds (2/3) majority is not obtained on the second ballot, a third ballot is taken. A two-thirds (2/3) majority is still necessary to elect.
- D. If a two-thirds (2/3) majority is not obtained on the third ballot, a fourth ballot is taken between the two candidates with the highest number of votes. A two-thirds (2/3) majority is still necessary to elect.
- E. If a two-thirds (2/3) majority is not obtained on the fourth ballot, the Chairperson asks for a motion to close the balloting and that the choice be made by lot between the two candidates with the highest number of votes. The first name drawn becomes the candidate elected.

VI. **ELECTION of CHAIRPERSON, SECRETARY, TREASURER:**

The procedures are the same as for the Delegate and Alternate Delegate, except the number of votes necessary to elect Chairperson, Secretary, and Treasurer is by a substantial unanimity of 60% of the votes cast.

- A. If no eligible member stands, the Chairperson will ask past Area Officers, who are present at the Fall Assembly and who have served in that position three (3) or more panels ago, if any are willing to serve as Interim Officer until the next Assembly. If more than one of the past Area

Officers stands, then a closed ballot election takes place. The member who receives substantial unanimity of 60% of the total votes cast will be Interim Officer until the next Assembly.

- B. If none present are willing, the Chairperson will ask past Area Officers, who are not present at the Assembly and who have served in that position three (3) or more panels ago, if any are willing to serve as Interim Officer. If so, the Chairperson will appoint them as Interim Officer until the next Assembly.
- C. At the next Assembly, there will be an election for the position that is currently being filled by an Interim Officer per Election Procedures.
- D. If no eligible candidates are willing to stand, another election will take place wherein Past Area Officers who are present at the Assembly and who have served in that position three (3) or more panels ago, will be eligible to stand for the that position for the remainder of the panel.

VII. ELIGIBILITY, SELECTION and RATIFICATION, OF AREA COORDINATORS:

(Alateen, Archives, Group Records, Literature, Public Outreach, Spanish, Web) Other Coordinator positions may be added or eliminated by vote of the Florida South, Area 10 Assembly.

- A. Candidates for Coordinator Positions must be residents of Florida South, Area 10.
- B. Anyone who has served a minimum of two (2) full years in AFG Florida South, Area 10 as a Group Representative (GR) and has not previously served in that Coordinators' position for a full 3-year term is eligible.
- C. A box for each Coordinator position will be placed in the room (with a copy of job description alongside it). The Secretary will provide forms of the same size to be used by members who want to put their name in a box.
- D. At Assembly, the Chairperson draws a name from each box.
- E. The slate of Area Coordinators is ratified by an aye vote of the Assembly.