

SASKCULTURE ELECTION PROTOCOL 2017

In keeping with its mandate, SaskCulture has opened up the process to seek elected positions on the Board of Directors to people living in Saskatchewan who have a demonstrated interest in the cultural life of the province.

Prospective nominees are interviewed by the Nominations Committee to determine, among other things, their commitment to the work of the organization; their support for policy governance; and their level of cultural activity, in particular, their experience in the various communities of interest set out in the Constitution.

Once potential nominees are vetted by the Nominations Committee, they are responsible for seeking the support of the voting members of SaskCulture at the Annual General Meeting (AGM) by providing the appropriate written and verbal materials in support of their nomination.

To ensure that the election process is fair, open, not unduly complicated, and smoothly run, the SaskCulture Board has established the following protocol governing elections to the Board of Directors. The protocol is as follows:

1. Nominations from the floor must be called for three times. Because SaskCulture holds a membership session and a supper prior to the start of the AGM, the call for nominations from the floor is incorporated into the afternoon's proceedings. Under this process the final call for nominations takes place just prior to the official call to order of the AGM. If any nominations come forward from the floor the Past President/Chair of Nominations has the opportunity to take the new nominee(s) aside and go through the necessary vetting process without holding up the meeting.

Here's what this process will look like:
(Times subject to change)

Pre-AGM session	11:00 a.m. – 5:00 p.m.
Supper	5:15 – 6:15 p.m.
AGM	6:30 – finish

The day will start with opening remarks by SaskCulture's President
First call for nominations will be made at lunch at 11:00 a.m.

Speeches/presentations at 5:15 p.m. during supper
Second call for nominations will be made at the start of supper

Following supper, the actual AGM is called to order at 6:15 p.m.
Third and final call for nominations will be at 6:10 p.m.

Once the AGM is officially called to order and moves forward with the approved agenda a motion to cease nominations for all Board positions will be passed.

2. In years where the position of president is being elected:
If the President is elected by acclamation, it will be announced at this time and the President will present him or herself to the membership.

If the position of President is contested, the election will take place. In order to allow unsuccessful candidates for president to drop-down and have their name stand for other board positions, the election of a new president will occur before voting occurs for other positions. Any nominees for President are strongly encouraged to let their name go forward for a director position.

The successful candidate will be announced before the meeting continues.

3. The next position to be elected will continue from the slate of candidates presented by the Nominations Committee, as well as any candidates nominated from the floor.
4. In situations where there is only one candidate nominated for a position, that candidate is elected by acclamation. Those candidates acclaimed to their position(s) will present themselves to the membership.
5. In situations where there is more than one candidate for a position an election must take place.
6. Nominees, or their representatives, will be asked to speak to their nomination (for a maximum of three minutes with the Chair of the Nomination Committee signaling the end of three minutes). A three minute video presentation will also be accepted.
7. All elections are by secret ballot.
8. All ballots will be handed to voting members along with their voting card, which is signed for upon entrance to the meeting. Each ballot will be colour coded by position and a line provided for writing in the chosen candidate(s). By providing a blank ballot for members, they will become more aware of all candidates on the slate by referencing the lists around the room and writing down their chosen candidate(s).
9. Scrutineer(s) shall be appointed by the voting members present to count the ballots.
10. The candidate with the most votes will be declared elected. In the case of a tie, a run-off election between the tying candidates will take place. Alternate ballots will be on hand that could be distributed.
11. At the conclusion of all elections, there will be a call for a motion to destroy the ballots.