

**BY-LAW ON ELECTION OF EXECUTIVE OFFICERS comparison**

<b><u>BY-LAW ON ELECTION OF EXECUTIVE OFFICERS</u></b>	<b><u>BY-LAW ON ELECTION OF EXECUTIVE OFFICERS</u></b>
<p>(Adopted: January 1991)</p> <ol style="list-style-type: none"> <li>1. This By-Law may only be amended, added to or repealed by the Council.</li> <li>2. In consultation with the Convenor of the Nominating and Electoral Commission, the Executive shall, within three calendar months, appoint a Returning Officer to conduct the next round of elections.</li> <li>3. The Returning Officer shall, at least three months prior to the schedule date of the election, circulate a notice inviting nominations of candidates or expressions of interest from candidates. This notice should state:-               <ol style="list-style-type: none"> <li>(a) Positions vacant and retiring holders;</li> <li>(b) Closing date for nominations/expressions of interest;</li> </ol> </li> </ol>	<p><i>Proposed alterations Jan 2010</i>  <i>The changes have been made in consultation with the ACT Electoral Commission: Elections for organizations guidelines.</i></p> <p>Comments in yellow are suggested changes to the by-law</p> <ol style="list-style-type: none"> <li>1. This By-Law may only be amended, added to or repealed by the Council.</li> <li>2. In consultation with the Convenor of the Nominating and Electoral Commission, the Executive shall, within three calendar months, appoint a Returning Officer to conduct the next round of elections. <b>We don't have such a Commission!</b></li> </ol> <p><b>Suggested change</b> The Executive shall, within six calendar months of the forthcoming elections, appoint a Returning Officer to conduct that round of elections.</p> <p><b>Discussion for point 3:</b> The Gen Sec has to send out the agenda so the liaison with the returning officer is important</p> <ol style="list-style-type: none"> <li>3. The Returning Officer shall, <b>in liaison with the General Secretary,</b> at least three months prior to the schedule date of the election, circulate a notice <b>with the draft agenda</b> inviting nominations of candidates or expressions of interest from candidates. This notice should state:-               <ol style="list-style-type: none"> <li>(a) Positions vacant and retiring holders;</li> <li>(b) Closing date for nominations/expressions of interest;</li> </ol> </li> </ol>

<p>(c) Address to which these should be sent.</p> <p>4. This notice should be circulated to corporate members via normal mail and individual members and associates via the Australian Cover.</p> <p>5. Candidates for election may be nominated by Corporate or individual members or they may express their interest in writing to the Returning Officer. These close one month prior to the election.</p> <p>6. Should there be insufficient nominations to fill all positions the Returning Officer is authorised to accept late nominations/expressions of interest prior to the next Council meeting.</p> <p>7. Should there still be insufficient nominations the Returning Officer is authorised to accept further nominations/expressions of interest from the floor of the Council meeting.</p> <p>8. At the close of nominations (Clause 5) the Returning Officer shall conduct a draw to determine positions on the ballot paper. This is to be a "double-draw" -a number is drawn, then a name.</p> <p>9. Subsequent nominations/expressions of interest accepted under clause (6) shall be added to the bottom of the ballot paper in the order they are received.</p>	<p>(c) Address to which these should be sent.</p> <p>4. This notice should be circulated to corporate members via normal mail and individual members and associates via the Australian Cover.  <u>Suggested change</u> This notice should be circulated to corporate members via the ASF-all comms email list taken from the membership database.</p> <p>5. Candidates for election may be nominated by Corporate or individual members or they may express their interest in writing to the Returning Officer. These close one month prior to the election.</p> <p>6. Should there be insufficient nominations to fill all positions, the Returning Officer is authorised to accept late nominations/expressions of interest prior to the next Council meeting.</p> <p>7. Should there still be insufficient nominations, the Returning Officer is authorised to accept further nominations/expressions of interest from the floor of the Council meeting.</p> <p>8. At the close of nominations (Clause 5) the Returning Officer shall conduct a draw to determine positions on the ballot paper. This is to be a "double-draw" -a number is drawn, then a name.</p> <p>9. Subsequent nominations/expressions of interest accepted under clause (6) shall be added to the bottom of the ballot paper in the order they are received.</p>
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<p>10. The Returning Officer shall cause to be duplicated sufficient ballot papers and shall bring them to the Council meeting.</p> <p>11. Nominations/expressions of interest added from the floor of the meeting under clause (7) shall be written on the bottom of the ballot paper by voters.</p> <p>12. The Returning Officer is charged with the responsibility of conducting the election. Deputy Returning Officers may be Executive Officers not candidates at the election or other person appointed by a majority vote of Council who are not candidates.</p> <p>13. The method of voting is optional proportional. Votes should number candidates in order of preference starting with 1 but not necessarily numbering each square.</p> <p>14. A ballot paper is invalid if the number 1 appears more than once or does not appear at all.</p> <p>15. The preferences of a ballot paper are considered exhausted if -</p> <p>(a) the next preference does not appear, or</p> <p>(b) the same preference number appears next to two candidates.</p>	<p>10. The Returning Officer shall cause to be duplicated sufficient ballot papers and shall bring them to the Council meeting.</p> <p>11. Nominations/expressions of interest added from the floor of the meeting under clause (7) shall be written on the bottom of the ballot paper by voters.</p> <p>12. The Returning Officer is charged with the responsibility of conducting the election. Deputy Returning Officers may be Executive Officers not candidates at the election, or other person appointed by a majority vote of Council who are not candidates.</p> <p>13. The method of voting for the executive members, but not the President, is Full proportional. Voters must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them</p> <p><b>Discussion:</b> with the small number of voters all preferences should be completed to complete a proper count.</p> <p>14. A ballot paper is invalid if the Ballot paper has ticks, crosses, more than one number 1 or no number 1.</p> <p>15. This clause is not required for full preferential voting system.</p> <p>The mechanics of the counting of votes is explained at the end of this by-law, and as shown in the ACT Electoral Commission: <u>Elections for organizations guidelines</u></p> <p><b>Suggested Change:</b> "General Principles of</p>
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<p>The mechanics of the counting of votes is explained in the attached sheet entitled "General Principles of the Quote - Preferential System as use for elections to the Senate".</p> <p>16. The Returning Officer shall announce the names of successful candidates prior to the close of the Council meeting.</p> <p>17. Prior to the close of the Council meeting a defeated candidate may request of Council a re-count of votes. This person may address Council stating their reasons for a re-count. The request must be approved by a majority vote of the Council.</p>	<p>the Quote - Preferential System as use for elections to the Senate" does not exist.</p> <p>16. The Returning Officer shall announce the names of successful candidates prior to the close of the Council meeting.</p> <p>17. Prior to the close of the Council meeting a defeated candidate may request of Council a re-count of votes. This person may address Council stating their reasons for a re-count. The request must be approved by a majority vote of the Council.</p>
<p><u>Election of President</u></p> <p>18. All of the above clauses apply except (13) and (15). The method of voting is optional preferential whereby the preferences of the candidates with the lowest totals are distributed until one candidate has in excess of 50% of the valid votes.</p>	<p><u>Election of President</u></p> <p>18. All of the above clauses apply except (13) [This is not required and (15)]. The method of voting is full preferential whereby the preferences of the candidates with the lowest totals are distributed until one candidate has in excess of 50% of the valid votes.</p> <p><b><u>Discussion:</u></b> all voting should not be optional preferential but all numbers allocated according to the voter's preferences due to the small number of voters and the lack of transparency in clause 19 below.</p>
<p><u>Tied Votes</u> - See clause 52 of the Constitution</p> <p>19. During the conduct of the counting for the election of President, if two or more candidates both have an equal number of votes which is the lowest total the Returning Officer shall determine by a random method which is to be eliminated so the count may</p>	<p><u>Tied Votes</u> - See clause 52 should be clause 53 of the Constitution</p> <p>19. During the conduct of the counting for the election of President, if two or more candidates standing lowest on the poll have the same number of votes, exclude that candidate who had fewer votes at the last count at which they were unequal. If there are no</p>

<p>proceed.</p> <p>Clause 53 states: At any meeting of the Council or the Executive, if there is a tied vote other than in an election of Executive Officers, the person presiding shall have a casting and deciding vote. In the case of a tied vote for the last position in an election of Executive Officers, there shall be a further ballot between the tied candidates to resolve the deadlock. If after a further ballot there is still a deadlock, then the person presiding shall have a casting and deciding vote.</p>	<p>counts at which those candidates had unequal votes, then the returning officer should determine by lot the candidate to be excluded.</p> <p><i>This does not contravene clause 53 as there already is a ballot using the last count at which the candidates were equal.</i></p>
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## Appendix 1 – Vote counting for the ASF executive

### How the ASF President is elected

**The voting system for the ASF President is *full preferential*** voting and voters must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them.

#### Note:

Each ASF Corporate member is entitled to the number of votes allocated them by the Treasurer. They can then fill in the corresponding number of ballot papers for the election.

When tallying the votes the Returning Officer will follow this sequence:

The process of counting votes to elect one person is as follows:

1. Sort all ballot papers to first preferences for each candidate and informal and count the total number of votes in each category.
2. Ballot papers with ticks, crosses, more than one number 1 or no number 1 are informal and not counted.
3. Calculate the absolute majority, by adding the total of all formal votes, divide by two, add one and disregard any remainder, as shown in this formula:

$$\frac{\text{Number of formal votes}}{2} + 1$$

4. If any candidate has received an absolute majority, that candidate is elected.
5. If no candidate has received an absolute majority, the candidate who has received the fewest first preference votes is excluded. Each of his/her ballot papers is then counted to the candidate next in order of the voter's preference (number 2 on the distributing ballot papers unless that candidate has already been excluded, then go to number 3, and so on).
6. If the same number is marked in two or more squares, or if a number is missing from the series of consecutive numbers, preferences should be counted up to the last unrepeated consecutive number and any further preferences are to be ignored.
7. The process of excluding candidates continues until one candidate has received an absolute majority.
8. Where at any time it becomes necessary to exclude a candidate, and two or more candidates standing lowest on the poll have the same number of votes, exclude that candidate who had fewer votes at the last count at which they were unequal. If there are no counts at which those candidates had unequal votes, then the returning officer should determine by lot the candidate to be excluded.

An example of how the preferential voting system works

Three candidates Nick, Tony and Jenny stand for election. After the election the ballot papers are counted and there are 33 formal votes. Therefore the absolute majority needed to win the seat is 17 (50% +1).

Nick, Tony and Jenny received the following first preference or number '1' votes:

- Nick: 10
- Tony: 12
- Jenny: 11

Nobody has gained an absolute majority so the person with the lowest number of first preferences is excluded. This is Nick and the second preferences on his ballot papers are then distributed to either Tony or Jenny.

If say, 4 of the total number of people who voted for Nick put the number 2 in the box for Tony.

The remaining 6 put the number 2 in the box for Jenny. This gives Tony a total of 17 and Jenny a total of 16.

- Tony:  $12+4=16$
- Jenny:  $11+6=17$

Now that Jenny has 17 votes, which is an absolute majority, she becomes the elected President.

The process could involve more than the two steps shown above. If there were more than three candidates, the candidates with the fewest votes will continue to be excluded and their preferences transferred, or distributed, until one candidate has an absolute majority.

### **How The Executive members (apart from the President) votes are counted**

Note this is a simpler version of the quota system and not like the complicated quota transfer system of the Australian senate counting.

The process of counting votes to elect more than one person is as follows:

1. Sort all ballot papers to first preferences for each candidate and informal and count the total number of votes in each category.
2. Ballot papers with ticks, crosses, more than one number 1 or no number 1 are informal and not counted
3. The total number of formal ballot papers is divided by one more than the number of candidates required to be elected, and the result increased by one, disregarding any remainder. This is the quota required for election. The formula is as follows:

$$\frac{\text{Number of formal votes}}{\text{Number of vacancies} + 1} + 1$$

Ignoring any remainder

4. Any candidate who reaches the quota or above on the first count of preferences is elected.
5. If candidates still need to be elected, the candidate with the fewest votes is then excluded, with all of that candidate's ballot papers transferred to the next available candidate in order of preference. Ballot papers transferred from an excluded candidate retain the transfer value they had when received by the excluded candidate.
6. Where at any time it becomes necessary to exclude a candidate, and two or more candidates standing lowest on the poll have the same number of votes, *exclude that candidate who had fewer votes at the last count at which they were unequal. If there are no counts at which those candidates had unequal votes, then the returning officer should determine by lot the candidate to be excluded.*
7. The same process excluding the candidate with the fewest votes should be repeated until all the candidates required are elected.
8. In determining which candidate is next in the order of the voter's preference, any candidates who have been declared elected or have been excluded should not be considered.

### Example

This example shows how the quota would work. Four executive are to be elected from among 6 candidates.

Number of Executive to be elected:

4

Number of formal ballot papers:

33

The quota:

$$(33 \div (4 + 1)) + 1 = 7.6 \text{ or } 8$$

### Exclusion of unsuccessful candidates

Starting with the lowest scoring candidate, unelected candidates are excluded from the count and their ballot papers are distributed to the remaining candidates to whom the voters have given their preferences. When a candidate gains a quota following the distribution, he or she is elected. The above process continues until all executive positions are filled.

Example: 33 votes

	First pref	F's 2 <sup>nd</sup> prefs allocated		
Candidate A	8	7		
B	8	8		
C	4	3	7	
D	8	4		
E	3	11	14	
F	2			

First round candidates A B D are elected.

F is eliminated and 2<sup>nd</sup> pref distributed accordingly to column 3

C has 7 votes and E has 14 votes

E is elected



**Australian Speleological Federation Inc.**  
**Nomination or Expression of Interest form**  
**Annual election 2010**

I am completing the form as an **Expression of Interest** for the election to the ASF executive

Full name of candidate:	
Club:	

I/We **nominate** the following member as a candidate for election to an executive position.

Full name of candidate:	
Club:	

Name of nominator	Club	Signature/date
1.		/ /
2.		/ /

**Agreement of candidate**

I agree to my Expression of Interest or nomination as a candidate and if elected will undertake the duties of the position.

Signature of candidate:	/ /
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This form must be returned to General Secretary 1<sup>st</sup> December 2009

by post or email.



**Australian Speleological Federation Inc.**  
**Annual Election 2010**

An elector must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them.

**If any numbers are duplicated or missing your vote will be deemed informal**

**Election of 4 Executive members**

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____



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<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____



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**Election of 4 Executive members**

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____



## [Australian Speleological Federation Inc.

### Annual Election 2011

An elector must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them.

If any numbers are duplicated or missing your vote will be deemed informal

#### Election of President

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____



## [Australian Speleological Federation Inc.

### Annual Election 2011

An elector must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them.

If any numbers are duplicated or missing your vote will be deemed informal

#### Election of President

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____



## [Australian Speleological Federation Inc.

### Annual Election 2011

An elector must mark the ballot paper by placing the number 1 in the square opposite the name of the most preferred candidate and then the numbers 2, 3, 4 and so on in the squares opposite the names of remaining candidates so as to indicate a preference for all of them.

If any numbers are duplicated or missing your vote will be deemed informal

#### Election of President

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____