

CHICAGOLAND LIONEL RAILROAD CLUB, INC.



RULES FOR CONDUCTING CLUB ELECTIONS

Adopted By the Board of Directors January 12, 2021

Pursuant to Article IV, Section 4(k) of the By-Laws of the Chicagoland Lionel Railroad Club, Inc., the Board of Directors of the Club hereby establishes the following rules for conducting Club elections.

Section 1. Election Scheduling and Notification

A. Scheduling

Elections shall be held on the third Saturday of the month of March as follows:

1. Election of the President, Treasurer and three (3) Directors shall be held in 2021 and every second odd numbered calendar year thereafter.
2. Election of the Vice-President, Secretary and two (2) Directors shall be held in 2022 and every second even numbered calendar year thereafter.

B. Notification of Election

Except for 2021 when notification shall be published in the January 2021 Club Newsletter, notification of an upcoming election shall be published in the Club Newsletter published in December of the calendar year immediately preceding the calendar year in which the election will be held. Such notification shall include, but not be limited to, the Officer positions available and the number of Director Positions available. The name(s) and contact information of the person(s) from which a member may obtain additional information about becoming a candidate for the available positions shall be included in the announcement.

Section 2. Nominating Committee

Except for 2021 when the Nominating Committee will be established no later than January 16, 2021, a Nominating Committee shall be established no later than December 15th of the year prior to the election year. The Nominating Committee shall receive and review candidate information and ultimately shall prepare a list of candidates for the available positions in the upcoming election.

1. In even numbered election years, the Nominating Committee shall consist of the President, Treasurer and the three (3) Directors not up for re-election in that year. The President or his/her designee shall act as chairman for the committee.
2. Except for 2021, in odd numbered election years, the Nominating Committee shall consist of the Vice President, Secretary and the two (2) Directors not up for re-election in that year. The Vice President or his/her designee shall act as chairman of the committee.
3. Except for 2021, not less than one (1) or more than five (5) Regular members shall also be appointed to the Nominating Committee by the Committee chairman.
4. In 2021 the Nominating Committee shall consist of the vice president, secretary, and one other person selected by the vice president and secretary who may be either a director who is not up for election or a regular member who is not running for election to any position in the Club.

Section 3. Candidacy, Candidate Information and Campaign Statement

A. Candidacy

1. Except for 2021, existing Officers and Directors shall advise the Nominating Committee Chairman of their intent to seek or not seek re-election, or to seek election to another position by the 5th day of January of the election year.
2. Except for 2021 any Regular Club member who is in good standing and has been a member for at least two (2) years may become a candidate for any position up for election by advising the Nominating Committee of his intention to run for office by the 5th day of January of the election year.
3. For the year 2021 the deadline for regular members and existing officers, directors to notify the Nominating Committee is January 21, 2021

B. Campaign Statement

1. Each candidate for election to a Club office shall be encouraged to submit a written campaign statement to the Nominating Committee which, at Club expense, shall be mailed to all eligible voters with the official election ballot if, except for 2021, the statement is submitted by January 15th and for 2021 if it is submitted by February 5, 2021 and the statement meets the following requirements:
 - a. The Candidate information statement shall not exceed 500 words and shall be divided into three (3) sections as follows:

Candidates background and qualification: i.e. job history, personal background, military, etc.

Candidates Club Involvement: Committees served on, what other positions held, participation in club activities etc.

Candidate Vision for the Club: What he/she feels the club's future should be and how they would work to achieve this.

- b. The statement is received by the Club on or before the deadline set for submission; and
 - c. The statement does not contain statements, which, in the sole judgment of the board of directors, could be inflammatory, libelous, or otherwise put the Club at risk of being named as a party in any suit in law or equity.
2. The candidate's campaign statement shall be prepared using the Times New Roman font style, a point size of twelve (12) and the color Black and single spaced Emphasizing of text using the Bold, Italic and Underline options is permitted. The final formatted statement shall not exceed one 8½ X 11 inch page.
 3. If a candidate's campaign statement does not satisfy all of the above requirements the candidate's campaign statement will not be mailed with the election ballot. If the rejected campaign statement is received seven days prior to the mailing deadline the statement shall be returned to the candidate giving the reasons for which the statement will not be included with the mailing of election ballots. If the rejected campaign statement is received less than seven days prior to any mailing, the candidate shall be notified by phone or e-mail that the statement will not be run and the reasons, therefore. A candidate may submit an amended campaign statement any time prior to the deadline for submission. The determination by the board that a statement does not meet all the above requirements is final.
 4. All information contained in the statement must follow accepted guidelines as set above and be factual and truthful. The statement shall not make any direct references to any other candidate.

C. Membership List

Each candidate is to be issued the current membership voting list with phone number, address, and email, so they can contact fellow members to personally discuss their views for the office they are pursuing. The members, if they do not want to be contacted by the candidates may, when renewing, opt out and their names will be eliminated from the campaign voting list issued to the candidates. This opt out capability will be done during the renewal of membership process by checking the box marked OPT OUT in the renewal form.

Section 4. Ballots and Voting List

A. Ballots

1. The election ballot shall contain only the following:
 - a. The names of the candidates and the offices to which they are seeking election as provided by the Nominating Committee. The names of the candidates shall all be printed in the same size and style of type and listed by office with incumbents listed first and other candidates following in alphabetical order.

- b. A statement that members can vote by mail or in person, the date by which a mailed ballot must be received to be counted, the address to which the mailed ballot must be sent, that the envelope in which the member mails the ballot must contain the member's name and address in the upper left hand corner (the return address area), the date upon which the member can vote in person, and the address and times during which the member may vote in person; and such other information which the Board of Directors may deem necessary to inform members about election procedures.
2. Under no circumstances shall any election ballot distributed by the Club contain any statement, whether verbal, graphic, or otherwise, that indicates support for, or endorsement of any candidate nor shall any such election ballot contain any campaign statements of any candidate.

B. Voting List.

Prior to the mailing of election ballots to eligible members, the Club Secretary will prepare a list of all regular and Long Distance members in good standing as of February 1 of the calendar year in which the election is to be held. This list will be the official voting list. The voting list will be provided to the Chairman of the Nominating Committee.

Section 5. Voting Procedures.

As provided in the By-Laws of the Club and pursuant to schedules adopted by the Board of Directors, 30 days prior to the date of the Club election the Club Secretary shall mail election ballots to all Club members appearing on the voting list described in Section 4, subsection B, hereof. Except for the year 2021 Club members may vote by mail or in person. In 2021 all voting will be by mail.

A. Voting By Mail

1. If a member chooses to vote by mail, the member must mail the ballot in an envelope with his name and address in the upper left hand corner of the mailing envelope and the ballot must be mailed to the address stated on the ballot. Ballots received in envelopes not containing a return address will not be counted.
2. The election ballots shall be mailed to the Chairman of the Nominating committee.
3. The Chairman of the nominating Committee receiving mailed ballots shall not open any of the envelopes and shall note on his copy of the voting list the name of the person appearing on the upper left hand corner of the envelope. Receipt of such envelope shall conclusively determine that such member has voted, and such person will not be entitled to cast another ballot.
4. Except for 2021 when the Nominating Committee shall bring the ballots to a place upon which the Committee agrees, on Election Day the Chairman of the Nominating Committee shall bring the unopened envelopes and the list to the place where the Club election is being held. The Nominating Committee shall open the envelopes with return addresses and place each ballot in the ballot box. The committee will retain these envelopes until all votes have been counted. Envelopes that do not have return addresses will not be opened until after the votes have been counted. After all votes have been counted any such envelopes may be opened to ensure that they do not contain matter other

than ballots. Once these envelopes have been opened they, together with any ballots contained therein, shall be destroyed. Under no circumstances will ballots from such envelopes be counted.

5. Ballots received in envelopes with return addresses of persons not on the voting list shall not be counted.

B. In Person Voting

1. In person voting shall take place at the clubhouse on the third (3rd) Saturday of March. If a member chooses, he/she may vote in person if their name appears on the voting list and if the list does not indicate that the member has voted by mail.
2. On Election Day the Nominating Committee shall provide a ballot box and table at which members are able to vote. At least one member of the Nominating Committee shall man the election area during the times that votes may be cast. A member may use the ballot that they were mailed, provided that they have not been marked on the voting list. If a member does not have the ballot they were mailed, they may request a ballot. They shall be given to any member whose name appears on the voting list and who that list does not show has voted by mail.
3. No person, whether member or otherwise, shall be given a ballot if his name does not appear on the voting list, nor shall any member be given a ballot when the voting list indicates that he has voted by mail.
4. Campaign material shall not be posted on the election table, the ballot box, or within five feet thereof.

C. Voting Time

In person voting shall be at the Clubhouse between 9:00 A.M. and 3:00 P.M. on the third Saturday of March. In person voting ends at 3:00 P.M. on that date.

D. Counting Votes

Except for 2021, immediately following the close of voting, the Nominating Committee shall count All votes and announce to members the winners of the election. In 2021 the Nominating Committee shall meet within three days of the third Saturday of March to count the votes. In the event of a tie, the Nominating Committee shall announce that there has been a tie vote and that the matter has been referred to the Board of Directors for resolution.

Section 6: Uncontested Elections

As a money saving measure, in the case of an uncontested election, the board shall declare the candidate elected and publish that action in the newsletter.