

Nominations and Elections

August, 2020



Chartered November 30, 2014

ARE COMMUNITY BOARDS REQUIRED TO HOLD ELECTIONS DURING THE PANDEMIC?



- Federal and State Law
- Charter
- Constitution
- Bylaws
- Special Rules
- RONR 11th Edition
- Standing Rules
- Custom

ARE COMMUNITY BOARDS REQUIRED TO HOLD ELECTIONS DURING THE PANDEMIC?

YES - Elections of Community Board officers are required by the **NYC Charter**.

However, the Charter does not provide any detailed guidelines for how to conduct these elections.

ARE COMMUNITY BOARDS REQUIRED TO HOLD ELECTIONS DURING THE PANDEMIC?

Executive Order 202.1, Suspension of law allowing the attendance of meetings telephonically or other similar service:

Article 7 of the Public Officers Law, to the extent necessary to permit any public body **to meet and take such actions** authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, **provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed;**



ARE COMMUNITY BOARDS REQUIRED TO HOLD ELECTIONS DURING THE PANDEMIC?

The **BYLAWS** of each Community Board should outline how and when elections are to be conducted.

WHAT ARE YOUR OPTIONS?

Per guidance from the Office of Civic Engagement Commission, if a Community Board bylaw requires in-person voting on paper ballots during the period of the current emergency, a Community Board can:

OPTION 1:

Amend your bylaws to postpone elections until after the emergency.

OPTION 2:

Amend your bylaws to allow for another means of voting.



PMNY – Nominations & Elections

BEST PRACTICES
PURSUANT TO RONR
11th EDITION

WORKING DEFINITION

NOMINATIONS DEFINED:

The formal proposal to the voting body in an election to fill an office or position by suggesting a particular person or person(s) who should be elected.

PURPOSE

To narrow the voting down to qualified and willing candidates.

NOMINATIONS BY A COMMITTEE

The procedure for nominations by a committee is as follows:

- ✓ Designation of the Nominating Committee
- ✓ Nominees
- ✓ Report of the Nominating Committee
- ✓ Call by the Chair for Further Nominations from the Floor

MOCK SCRIPT FOR NOMINATIONS BY COMMITTEE

NCC: Mr./Madam Chair, the Nominating Committee submits the following nominations: For Chairperson, Bob Smith, for 1st Vice Chair, Alice Brown, 2nd Vice Chair, Peter Green, 3rd Vice Chair, Mary Black and Secretary, Richard White.

CHAIR: For the office of Chairperson, Bob Smith is nominated by the Nominating Committee. Are there further nominations for the office of Chair?

CHAIR: “Are there any further nominations? **[Pause]** There being none **[Pause]** nominations are closed.



NOMINATIONS FROM THE FLOOR

Under the procedure of nomination from the floor:

- ✓ The Chair calls for nominations at the established time by rule or custom of the organization
 - Established time - may be before or while elections are pending **but** after the report of the nominating committee (*if there is one*).
- ✓ A member **does not** need to be recognized to make a nomination.
- ✓ If there is no Nominating Committee, the Chair calls for nominations by saying: *“Nominations are now in order for the office of Chairperson.”*

MOCK SCRIPT FOR NOMINATIONS FROM THE FLOOR

CHAIR: *“Nominations are now in order for the office of Chairperson.”*

WITHOUT WAITING TO BE RECOGNIZE

MEMBER: *“I nominate Bob Smith.”*

NO SECOND IS NECESSARY

WHEN IT APPEARS EVERYONE WISHING TO MAKE A NOMINATION HAS DONE SO

CHAIR: *“Are there any further nominations?”*

[PAUSE]

CHAIR: *There being none, [PAUSE] nominations are closed.*



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TWO WAYS TO CONDUCT ELECTIONS

1. Take nominations for all officers before proceeding to the election;
 - or -
2. Take nominations for the first officer to be elected, then conduct the election for said officer and repeat this procedure for each officer to be filled by election.

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ELECTIONS

Elections are commonly conducted by **ballot vote – written or electronic means** (in order to facilitate elections during electronic/remote meetings).



COUNTING THE VOTES

It is important that your tellers know how to count:

1. Ineligible voters;
2. Blank Ballots or abstentions; and
3. Ineligible candidate or illegal ballots

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ELECTION PROCEDURES

If no candidate receives a majority, balloting continues, retaining all candidates unless they voluntarily withdraw.

An election become final when the Chair announces the result:

- if the candidate is present and does not decline; or
- if the candidate is absent but previously consented to serve.

Otherwise, the election becomes final when an absent candidate is notified and does not immediately decline.



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**OVERVIEW OF
VOTING SOFTWARE
AND ELECTIONS WEB
PORTAL SERVICES**

Software	Ease of Use for Voters	Generates Results Reporting	Secured/Secret Voting	Cost Effective
Google Forms docs.google.com	YES	YES - including bar charts to help visualize results	NO	FREE
Survey Monkey www.surveymonkey.com	YES	YES - including bar/donut chart to help visualize results	Yes & No - in order to verify voters some identifying information would need to be captured and IP addresses are not full proof as they only provide location.	Basic Plans – Free Paid monthly plan which is billed annually.
Web Portals	Ease of Use for Voters	Generates Results Reporting	Secured/Secret Voting	Cost Effective
OpaVote www.opvote.com	YES	YES - including bar charts to help visualize results	YES - ensures voters can vote only once and that their vote is protected.	Basic Use – Free Paid Use – Cost effective No contract required.
Election Runner www.electionrunner.com	YES	YES - including bar/donut chart to help visualize results	YES - ensures voters can vote only once and that their vote is protected <u>plus has a building fraud detection system.</u>	Free for 20 users. Per Election, based on number of users. No contract required.
Election Buddy www.electionbuddy.com	YES	YES	YES	Relatively affordable
Simply Voting www.simplyvoting.com	YES	YES	YES	Per Election, based on n users – Free for 10 people . More than that gets expensive.

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