



*Connecting Communities
Strengthening Democracy*

VLGA BOARD ELECTION GUIDE 2011

How is the election structured?

The 2011 VLGA Board election consists of a poll for the position of President and a separate poll for the other positions on the VLGA Board.

The Vice Presidents and the Treasurer will be elected subsequently by the Board.

When is the election taking place?

3 December 2010	Election announced
5pm, 22 December 2010	Voters Roll closes
21 January 2011	Nominations open
28 January 2011	Nominations close
31 January 2011	Ballot papers and candidate statements sent to members on the Voters Roll
9am, 3 February 2011	Voting period opens
5pm, 10 February 2011	Voting period closes
10 February 2011	Vote count and declaration of polls
11 February 2011	Candidates informed formally

Who is eligible to stand?

President: councillors of member councils

Board: councillors of member councils (5 positions), other members (3 positions)

All members who are eligible to vote are eligible to stand. All nominees who have not previously formally committed to the VLGA's Vision, Mission and Values do so by signing the nomination form which contains the commitment statement.

Who is eligible to vote?

All members who appear on the Voters Roll are eligible to vote. The Voters Roll closes at 5pm on 22 December 2010.

This roll includes:

- All financial individual members
- All financial group members (councils, community groups and organisations) via their delegate or representative. The VLGA needs written confirmation from the member group of the identity of their delegate in order to exercise their voting right.
- Honorary and Life members

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How can you vote?

Attendance voting can take place between 9am and 7pm on Thursday 3 February 2011 (Leading Edge Forum night) and from 9am to 5pm on Friday 4 February, and Monday 7 to Thursday 10 February. Voting closes at 5pm on Thursday 10 February. Attendance voting will take place at the VLGA Office at 60 Leicester St, Carlton 3053.

Electronic voting can take place by email at any time from 9am on Thursday 3 February to 5pm Thursday 10 February. Votes will be registered during office hours on the working days during this period. There will be an electronic acknowledgement of votes received by email.

How do I nominate?

If you wish to nominate, you need to submit a nomination form which is signed by two VLGA members and the nominee. The nomination form may be accompanied by a candidate statement of up to 150 words and a photo of the nominee.

Members are entitled to run both for President and for the Board if they wish and are eligible. If doing so, they need to nominate separately for both polls. Should the successful candidate for President also get elected to the Board, the eligible candidate with the next most number of votes will fill that position on the Board.

When will the election be counted?

The count will take place following the close of voting on Thursday 10 February.

If there is a tied result for any position in the election, it will be determined by lot by the Returning Officer.

When will the results be announced?

The polls will be declared by the Returning Officer when the count has been completed on Thursday 10 February. The results will be placed on the website immediately and all members will be notified by email on Friday 11 February.