

## **Appendix**

### **From the SSC By-Laws:**

#### **5.4 Election of Directors**

*The Directors shall be elected by the Members at each annual Meeting of Members at which an election of directors is required in accordance with the nomination and election procedure set out in the operating policies of the Corporation.*

#### **5.5 Term of Office of Directors**

*(a) Each Regional Representative shall be elected for a two-year term. No Regional Representative may be elected for more than two (2) consecutive terms, unless a minimum of twelve (12) months has elapsed since the expiry of that individual's last term.*

*(b) The individuals who also hold the office positions of Executive Secretary, Treasurer, Public Relations Officer, and Meetings Co-ordinator shall each be elected for a three-year term. No individual identified in this subsection 5.5(b) may be elected for more than two (2) consecutive terms, unless a minimum of twelve (12) months has elapsed since the expiry of that individual's last term.*

*(c) The individuals who also hold the office positions of President, President-Elect, and Past President shall be elected as follows: the President-Elect shall be elected for a one-year term. At the end of that term, the President-Elect shall become the President for a one-year term. At the end of that term, the President shall become the Past President. The election of the individuals who also hold the office positions of President-Elect, President, and Past President shall be confirmed at each Annual Meeting of Members.*

*(d) For the purposes of this section 5.5, the commencement date of each director's term of office is July 1st in the year that such individual is elected in accordance with section 5.4 above. Subject to subsection 5.6 below, each individual elected in accordance with section 5.4 above, shall remain a director until June 30th in the year such director's term expires, or until a successor is elected.*

### **From the SSC Operating Policies and Procedures Manual, Part I:**

#### **E. ELECTIONS**

1. *On or before October 1 of each year, the President shall appoint an Election Committee composed of at least three members in good standing who have agreed not to run for the next election.  
In recent practice, the membership of the committee has consisted of the Past-President (Chair), Past-Presidents of the Sections, the Accreditation Committee Past Chair plus at least two other members in good standing, appointed by the incoming President, who have agreed not to run for election.*
2. *The Election Committee shall submit at least one nominee for each position on the Executive Committee and the Board of Directors which is open for election.*
3. *The chairperson of the Committee shall arrange for this list to be circulated to all members of the Society on or before February 1, together with a call for further nominations.*
4. *Additional nominations must be supported in writing by at least five individual members in good standing and must be received by the chairperson of the Election Committee on or before March 1.*
5. *No candidate may stand for more than one of the positions on the Board of Directors in a given election.*
6. *Only members in good standing on April 1 shall be eligible to vote.*
7. *Voting by proxy shall not be permitted.*
8. *On or before April 15, the Office shall send a ballot to each member of the Society eligible to vote.*
9. *A brief biographical sketch of each candidate shall be provided in both official languages.*
10. *The number of ballots received within a period determined by the Election Committee must respect the quorum required by the By-law and this period shall not be less than thirty days.*

11. *The Election Committee shall supervise the election and certify the outcome of the vote to the Board of Directors.*
12. *The counting of the votes shall be done in the presence of at least one of the members of the Election Committee and at least one teller designated by the Executive Committee.*
13. *Candidates shall be elected according to total number of votes.*
14. *Ties shall be resolved by the chairperson of the Election Committee.*
15. *If the office of President-Elect becomes vacant before February 1 of a given term, the Election Committee shall include in their list of nominations at least one candidate for President, to assume office on the following July 1.*
16. *Should the office of President-Elect become vacant after February 2, the Board of Directors shall appoint a member in good standing to assume the office of President on July 1 of that year.*
17. *If the office of President becomes vacant, the President-Elect shall become President for the remainder of the unexpired term as well as for the entirety of the successive term. However, if there be no President-Elect at the time, the Board of Directors shall appoint a member in good standing to fill the office of the President for the remainder of the unexpired term.*
18. *If the office of Past President becomes vacant, it shall remain vacant for the rest of the current term.*