

## **VBA Conduct of Elections Regulations**

1. The Council shall appoint the Returning Officer (RO) for the Annual General Meeting. The Council shall ensure that the RO is independent of Council and not standing for any Council position.
2. The RO shall be responsible for ensuring that nomination and proxy forms comply with the Articles of Association and with any relevant law, and that deadlines for submitting nominations and the return of proxy votes are observed.
3. The Proxy Form provided to the members with the Notice of Meeting papers must be properly completed and lodged at the VBA by the due date and time written on the form. Any Proxy Form received after that time will not be valid for the scheduled meeting.
4. Subject to the Articles of Association and to any applicable law, the RO shall be entitled to make rulings on any matter relating to the elections.
5. The Chair of the meeting shall call on the RO to supervise all formal polls at the meeting. The RO must ensure on a poll that all votes validly exercised are counted, and that proxy votes are exercised in accordance with law and with any instructions given by the member appointing the proxy. The Returning Officer shall be solely entitled to determine the validity of a vote cast on a poll.
6. No member may distribute, or cause to be distributed, material relating to the Annual General Meeting (including, without limitation, material regarding any candidate standing for election or regarding any resolution to be considered at the meeting), without being first approved by the RO who must be satisfied that in his or her opinion the material is not misleading or defamatory and that it complies with these regulations. Without limiting the generality of the foregoing, material must not be distributed within the clubrooms or placed on club notice boards without being first approved by the RO.
7. A candidate for election to the VBA Board may deliver to the Secretary with their nomination a statement of not more than 500 words in support of their candidacy. If the RO is satisfied that in his or her opinion the statement is not misleading or defamatory and that it complies with these regulations, the Secretary will distribute the statement with the Notice of Annual General Meeting.
8. No member may address a playing session at the VBA for the purpose of canvassing for or against any candidate or resolution.
9. Members shall comply with the reasonable directions of the RO regarding the conduct of the election.

10. An infringement of these regulations may constitute an offence under the VBA's Disciplinary By-Laws.
11. The Secretary and other officers of the VBA shall provide such assistance to the RO as he or she reasonably requires.
12. The Returning Officer shall present a report on the voting process which he or she supervised within 60 days of the General Meeting to the Council and shall, if necessary, make recommendations for amendments to these regulations and to voting procedures for the purpose of enhancing the fairness and transparency of the process.