

San Diego Chapter Standing Rules

SR 1: Votes by Electronic Mail

Chapter entities may conduct votes by electronic mail, if the minimum requirements listed below are met. As used in this Standing Rule, "Chapter entity(ies)" means all Chapter Groups, Sections, Committees and all other Club subunits.

Minimum requirements for electronic mail votes are:

- (a) The Club entity has authorized voting by electronic mail in advance;
- (b) Voting members of the Chapter entity all receive the same information, including each member's vote;
- (c) A date and time is set for the start and end of each electronic mail vote;
- (d) A member may change his or her vote at any time prior to the final date and time set for the end of each electronic vote;
- (e) Only a discrete main motion may be voted on by electronic mail;
- (f) No motion is approved by less than a majority of the current voting members of the entity, excluding vacancies; and
- (g) Votes by electronic mail are recorded in the minutes of the next regular meeting.

Adopted March 21, 2007; amended November 17, 2010

SR 2: Nominations and Elections

1 Annual Elections

Newsletter or website publication is sufficient for written notice to members. Chapters must publish this information for Groups without websites, newsletters or mailing budgets.

2 Nomination Committee

- a. An election should not be delayed if the Nominating Committee does not nominate at least two more candidates than the number of Executive Committee members to be elected.
- b. The Executive Committee may accept, but not modify the Nominating Committee report. Formal acceptance of the report shall not be required for the election to proceed.
- c. Chapter or Group employees and independent contractors may not hold elected positions on their respective Executive Committee.

3 Petition Candidates

- a. The number of valid signatures needed to nominate by petition shall be set forth in the published information about the election as a number of members, not a percentage. This number shall be published at or before the opening of nominations.

- b. For a signature to be valid, the signer must be a member of the Chapter or Group on the date of the deadline to submit petitions. The signature of the petition candidate shall be counted.

4 Election Committee

a. Rules Regarding Ballot Statements

- 1 The Nominating Committee shall specify a standard format (using a form or written guidelines) for each candidate's statement, which shall specify the maximum number of words for each statement.
- 2 The Election Committee shall review candidates' statements for compliance with the prescribed format, length, and to correct significant errors of fact about the Club. If a candidate fails to revise the statement to conform to the prescribed format or length within five (5) days of a request by the Election Committee, it shall change the statement to do so. If the candidate refuses to correct a significant error of fact about the Club, the Election Committee shall publish a correction below the candidate's statement in the ballot materials. Candidates must submit with their statements evidence that each listed endorser has agreed to be so listed.
- 3 Candidates are legally responsible for the content of their ballot statements and will indemnify and hold the Club harmless for any legal claims, such as libel, and related costs that arise out of the Club's publication thereof.

b. Rules Regarding Campaigning

- 1 Endorsements. Chapters and Groups may not endorse candidates in Chapter and Group elections. Club members acting on an individual basis and not in a Club capacity may endorse candidates, however. Club leaders may use their Club titles to endorse candidates only in the candidate's ballot statement.
- 2 Club Publications and Websites. If Club publications such as newsletters and websites are made available for candidates to campaign, all candidates must be informed and given an equal opportunity to make statements or have statements made on behalf of their candidacy.

a. Articles.

- (i) No articles or messages by or about individual candidates shall be published in SIERRA, Club newsletters, web pages, or other Club publications between the close of nominations and the date set for counting Club ballots, except for routine articles or messages (defined below).
- (ii) An article or message is "about" a nominee or petition candidate if it either mentions the fact that the member is a candidate or has as its principal focus the candidate, as opposed to an incidental reference. An article or message is not "about a candidate" if it merely discusses the Club's elections, the functioning of the Board of Directors, or issues presented by the election without mentioning the names of

any individual candidate or expressly advocating that members vote for or against any identifiable subset of candidates. An article or message is "routine" if it (A) does not mention the fact that the author or subject is a candidate, (B) does not mention the election, (C) relates to the candidate's performance of duties in an elected or appointed Sierra Club capacity, (D) is timely for Club purposes, and (E) is sent or published only to members who would normally receive similar articles or messages.

- 3 Discussion Lists. Germane discussion of candidates (for example, discussing forestry aspects of a candidacy on a forestry list) may take place on any Chapter or Group Club discussion list, subject to the usual rules of the list and unless barred by the sponsor/owner of the list. The rules may limit the length and frequency of messages from a discussant. The poster of a message about a candidate shall send a copy of the message to the candidate.
- 4 Meetings. Candidates or their proxies may speak to groups of Club members about their candidacy at regularly scheduled meetings and outings as long as no additional Club funds are spent. Candidates or proxies who travel to meetings at Club expense may not discuss their candidacy on the floor of the meeting other than a brief announcement that the member is a candidate. Club entities may hold scheduled candidate forums provided that all candidates are given adequate notice and an opportunity to participate.
- 5 Candidate Websites. Individual candidates or groups of candidates may have their own promotional websites. To avoid any misunderstanding, the opening page of any such site must say "This site is not sponsored or supported by the Sierra Club."
- 6 Advertising. No Club publication, including chapter and group newsletters, web pages and electronic bulletin board systems, shall carry advertising for or against a candidate.

c. Rules Regarding Election Complaints and Appeals

Decisions by a Chapter Executive Committee on an appeal from a decision by a Chapter Election Committee go to the Bylaws & Standing Rules Committee. Decisions by a Group Executive Committee on an appeal from a decision by a Group Election Committee go to the Chapter Executive Committee.

5 Availability of Election Ballot Materials

- a. Members on the list for sending the election materials (or for the newsletter in which the election materials appears) constitutes the list of members of record eligible to vote in the election. This mailing list must be obtained no earlier than one week prior to the date ballots are mailed. Any member on this list for whom a mailing label is provided shall be deemed a member of record. The list or copy of the list shall be retained for ballot verification.
- b. Separate ballots must be supplied for each member. Joint members must be

provided with two ballots, or a place for each member to vote separately. Election materials may be made available in any of the following ways or in any combination thereof:

1. A ballot mailed separately to each eligible member. A single mailing or newsletter suffices to make ballots accessible to joint members.
 2. A ballot included in a chapter newsletter mailed or electronically dispatched to each eligible member. A newsletter containing ballots shall display a prominent notice that the ballots are included, which is visible without opening the newsletter.
 3. Electronic notification of a voting website that includes candidate statements, all other election materials and a site for casting votes by each eligible member.
- c. Club members in any membership class (Regular, Life, or Introductory) are eligible to vote in Chapter and Group elections.
 - d. Club members who do not receive a ballot, lose the ballot, or spoil the ballot may obtain a replacement from the Election Committee. The Election Committee will control the supply of replacement ballots (including extra copies of newsletters if used to deliver original ballots) until after the closing date of the election.
- 6 Voting
- a. Each vote must be accompanied by the membership number or other identifying number of the voting member(s). The Election Committee shall be responsible for ensuring that each vote cast corresponds to legitimate number(s) of eligible voters.
- 7 Counting Ballots
- a. After ballots are verified, such as by review of address labels, labels shall be removed before counting to preserve secrecy.
 - b. When filling vacancies in unexpired terms by election, longer terms shall be awarded to candidates with more votes. (See Bylaw 3.1)

Adopted November 17, 2010; amended August 10, 2011