AACE BYLAWS – ELECTION PROCEDURES

Chapter 6. Election Procedures

6.1 Nominating Committee: (a) Composition and Eligibility: The Nominating Committee shall be comprised of the Immediate Past President (the Chair), five (5) members appointed by the Board of Directors at the summer Board of Directors’ meeting and two (2) members selected by the Chapter Chairs through an electronic voting process, at least 30 days prior to the AACE Annual Meeting under the direction of the Chapters Committee Chair, who will establish the criteria for voting with the Chapters Committee. At least three (3) of the members appointed by the Board of Directors must have served for three (3) years or more on the Board of Directors. A preliminary slate of Nominating Committee candidates must be presented by the Executive Committee to the Board for their consideration and modification at the summer Board of Directors’ meeting. Members appointed to the Nominating Committee are ineligible for nomination for any Officer or Board position during their scheduled term of service on the Committee. (The members may refuse the appointment to the Committee if they wish to retain their eligibility for office.) In the event of any vacancy on the Nominating Committee, regardless of how created, the Board of Directors shall immediately appoint a replacement(s) to serve until the next Annual Meeting. The President shall serve as an Ex Officio, nonvoting member of the Committee.

(b) Conduct: The Immediate Past President shall serve as nonvoting Chair, except as otherwise provided for in this section, unless unavailable, in which case the President shall appoint a new Chair. Any Committee member may abstain from voting on a particular candidate. At least three (3) votes must be cast for the results to be valid. If an even number of members vote and there is a tie, then the Nominating Committee Chair shall cast the deciding vote.

6.2 Nominating Committee Duties: (a) Board of Directors. The Nominating Committee shall be solely responsible for soliciting nominations for candidates for election to the Board of Directors at least one hundred and sixty (160) days prior to the AACE Annual Business Meeting. A preliminary slate of candidates will be sent to the membership at least one hundred and twenty (120) days prior to the AACE Annual Business Meeting. The Nominating Committee shall submit directly to the AACE membership a slate of candidates for the Board of Directors for vote by mail-in or electronic ballot, or a combination thereof, at least sixty (60) days prior to the AACE Annual Business Meeting. The total number of candidates submitted by the Nominating Committee shall be equal to or greater than the number of open seats on the Board of Directors, but no more than twice the number of open seats, and shall attempt to provide for regional geographic representation on the Board. All ballots must be received by an independent auditing firm appointed by the Board for tabulation and certification no later than thirty (30) days in advance of the AACE Annual Business Meeting, after which time the elections will be declared closed and ballots received after this date shall be declared invalid. The results of the balloting will be presented to the membership at the Annual Business Meeting. The successful candidates for election to the Board shall be those candidates receiving the highest number of votes for the number of open seats on the Board. In the event of a tie vote for the last open Board slot, there will be a runoff election between those candidates receiving an equal number of votes. The Nominating Committee shall conduct a runoff election by mail/fax/electronic ballot within five (5) business days. Ballots must be returned to the independent auditor no later than five (5) business days in advance of the AACE Annual Business Meeting. Ballots received after this date will be considered invalid.

(b) Officers: Except as provided in Chapter 6, Section 6.2(a), the Nominating Committee may submit up to two (2) candidates for election for each office of President Elect, Vice President, Secretary, and Treasurer by mail-in or electronic ballot, or a combination thereof. Members shall be given the option of submitting ballots either by mail or electronically. Tabulation and certification of results shall occur as outlined for election of Board Members as set forth in Chapter 6, Section 6.2(a).

(c) Nominations from the Membership: Nominations for elected Board positions and the Officer positions of President Elect, Secretary, Treasurer and Vice President may also be made from the membership, provided that the candidate otherwise qualifies under these Bylaws and a separate petition,
in support of each nominee, signed by at least one percent (1%) of the eligible voting AACE members has been received by the Nominating Committee at least ninety (90) days prior to the Annual Business Meeting.

6.3 Announcement of Election Results: The election results for Officers and members of the Board of Directors shall be announced at the AACE Annual Business Meeting and notification provided to the AACE membership.

6.4 Retention of Ballots: (a) Board of Directors and Officers: Written ballots for the election of members of the Board of Directors and Officers shall be maintained until the conclusion of the AACE Annual Business Meeting, after which time the ballots shall be destroyed unless challenged.

(b) Challenge to Elections: Any challenge questioning the results of the election of members of the Board of Directors not occurring prior to the conclusion of the AACE Annual Business Meeting shall be declared invalid. A call for a recount of election ballots must be approved by a two-thirds majority of the membership in attendance at the AACE Annual Business Meeting for each contested office. The results of a recount of election ballots shall be deemed final and no further challenges may be made.

6.5 Eligibility to Vote: Members of AACE eligible to vote for the election of members of the Board of Directors shall be those provided for in Chapter 2 of the AACE Bylaws; provided, however, that only such members whose dues have been paid in accordance with Chapter 2.11(b) of the AACE Bylaws shall be eligible to vote.