**Eastern Harps GAA Club**

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**General Meetings**

**Guide to Voting Procedures**

**A Guide for Members**

**Version 1 – November 2017**

**Introduction**

These Guidelines have been drawn up by the Coiste to clarify how balloting at Annual General Meetings will be conducted. The Procedures for voting and counting of votes shall, subject to these Rules and Constitution, be determined by the outgoing Coiste and details shall be notified to members in writing not less than 10 days before the Annual General Meeting.

Subject always to the Club Constitution, this guide aims to promote procedures that -

• protect the interests of the Club

• enable Members to fairly choose who will represent them at Coiste

• encourage Members to volunteer to serve the Club

• respect the dignity of Nominees

• facilitate expedient Balloting and Counting within the tight timeframes of general meetings

Members are urged to study these rules. Of necessity they are detailed – setting out to

address as many scenarios as possible. In reality, it is generally expected that Balloting will

normally only involve some of the procedures outlined.

These rules will be reviewed after the completion of the 2017 AGM.

**An Coiste**

**November 2017**

**Personal Elections**

|  |  |  |
| --- | --- | --- |
| **1.** | **Candidates are unlimited** | There is no limit on the number of Candidates who may be Nominated for any position. |
| **2.** | **Contested Positions** | A position may be **uncontested** (same number of candidates as positions) or **contested** (more candidates than positions). |
| **3.** | **"Preference" Ballot** | In a **contested** position, a **"Preference"** Ballot will be used - members will be required to make ONE mark against their single most preferred candidate  **Appendix 1** - Example “Preference” Ballot Sheet |
| **5.** | **A Quota**  **(not Most votes)**  **Wins** | An underlying principle of the voting procedure is that the candidate who is elected has attracted a Quota meaning more votes than all of the surviving candidates combined. |
| **6.** | **Personal Ballots are not disclosed** | Consistent with the GAA Club Handbook & the Club Constitution, personal elections will always be by way of Secret Ballot. The number of votes cast for/against each candidate will not be published. Only the names of successful candidates and their positions will be announced.  An exception to this is the election of Tellers, which will be accepted by way of a show-of-hands. |
| **7.** | **Individual Candidates may know their personal votes** | A Nominee, whether elected or defeated, may, on application directly to the Tellers, obtain details of the votes cast for or against him/her but he/she shall not be entitled to know the votes cast for/against other candidates. |
| **8.** | **Order of**  **Balloting** | The order of counting of votes will be as follows:   1. Chairperson 2. Vice-Chairperson 3. Secretary 4. Vice-Secretary 5. Treasurer 6. Vice-Treasurer 7. PRO 8. Registrar 9. Development Officer 10. Coaching Officer 11. Bord na nÓg Chairperson 12. Bord na nÓg Secretary 13. Schools Liaison Officer 14. Healthy Club Chairperson 15. Pitch Committee Chairperson 16. Oifigeach na Gaeilge 17. Club Safety Officer 18. Insurance Officer 19. Senior Player Representative 20. Other Members (if number of other members is restricted) |
| **9.** | **Ballots are conducted one at a time** | Ballots will be taken one at a time. No ballot will proceed unless the result of the previous Ballot is confirmed. |
|  |  |  |
| **10.** | **Elected Candidates retire from subsequent Ballots** | Members can be candidates for more than one position. A candidate who is elected in an earlier ballot is deemed to have withdrawn as a candidate from any subsequent ballot. |
| **11.** | **Withdrawal before Ballot is taken** | If a candidate is withdrawn, either automatically or voluntarily – members will be asked to delete the name of the Candidate on the Ballot Paper prior to voting. |
| **12.** | **Withdrawal after Election** | If a Candidate is elected to a position and subsequently decides not to proceed – this will be regarded as a Resignation and any ensuing vacancy will be a matter for the incoming Coiste – not the AGM. |
| **13.** | **Invalid Votes** | The validity of votes will be decided exclusively by the tellers. Invalid votes include   * No candidates name marked at all * More than one candidate marked * Mark not clearly set against any candidate * A vote cast in favour of an Eliminated or Withdrawn Candidate * Any other style of completion that, in the opinion of the Tellers, causes the identity of the desired Candidate to be unclear. |
| **14.** | **Unfilled positions referred to incoming Coiste** | Where a position is not filled, the vacancy will be referred to the incoming Coiste who have the right to co-opt Members or not. |
| **15.** | **Count is Limited to 3 Stages** | To minimise the time taken to administer counting of votes, the process will be limited to a maximum of 3 stages – First Round, Second Round, Drawing of Lots. |
| **16.** | **Counting of Votes** | The Tellers will proceed in the following order  **First Round:** Elect a Candidate who has a Quota  If no candidate has attained a Quota . . .  **Second Round:** Eliminate the surviving Candidate(s) with the lowest (joint) vote(s)  PROVIDED that this leaves at least two candidates in the contest and Conduct a second Round of voting  *If no Candidate has attained a Quota . . .*  **Draw Lots:** The Chairperson will Draw Lots or, in the case of 2 surviving candidates, Toss a Coin. |

|  |  |  |
| --- | --- | --- |
| **17.** | **Recounts** | Any Candidate may demand a recount and this will be accommodated by the Tellers. A demand for a second recount of the same Ballot must be put to the Meeting – duly proposed & seconded - for majority Approval. |
| **18.** | **Motions &**  **Resolutions by**  **Open Vote** | In the case of **Motions & Resolutions** balloted by way of a **show-of-hands**, only the outcome, as determined exclusively by the Chairperson, in consultation with the Tellers, shall be announced. Details of numbers of votes cast will not be given on the basis that the Meeting will be able to judge for itself the pattern of votes. |
| **19.** | **Motions & Resolutions**  **by Secret Ballot** | In the case a vote on **Motions and Resolutions** by way of **a Secret Ballot**, the total number of votes cast for/against and the total number of any spoiled votes shall be given to the Chairperson by the Tellers who shall then announce full details to the Meeting. |
| **20.** | **Ballot papers are destroyed.** | The Ballot papers will be securely destroyed by the Tellers whenever they deem they are no longer required. |

**Appendix 1 - "Preference" Ballot Paper**

|  |  |
| --- | --- |
| Ballot No. 4  Rúnaí | Tick  **ONE** name only |
| Proposed by (name):  Seconded by (name):  No. 4 Rúnaí Joe Bloggs |  |
| Proposed by (name):  Seconded by (name):  No. 4 Rúnaí Mary Smith |  |
| Proposed by (name):  Seconded by (name):  No. 4 Rúnaí James Murphy |  |
| Proposed by (name):  Seconded by (name):  No. 4 Rúnaí Anne Deeney |  |

**Appendix 2**

**Examples of "Preference" count for 1 Seater**

**NB: Panels are unrelated to each other**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Positions | 1 |  | Achieved Quota? | Revert to  Contingency Ballot |
|  | Votes Cast | 100 |  |
|  | Quota | 51 |  |
|  |  |  |  |  |  |
| 1 | Joe | 55 |  | Elected on Quota |  |
| Mary | 17 |  | No |  |
|  | James | 16 |  | No |  |
|  | Anne | 12 |  | No |  |
|  |  | 100 |  |  |  |
|  |  |  |  |  |  |
| 2 | Joe | 28 |  | No | Surviving THREE carried into  Round 2 |
| Mary | 28 |  | No |
|  | James | 25 |  | No |
|  | Anne | 7 |  | Unique Lowest Eliminated |  |
|  |  | 88 |  |  |  |
|  |  |  |  |  |  |
| 3 | Joe | 35 |  | No | Surviving Two carried into  Round 2 |
| Mary | 35 |  | No |
|  | James | 18 |  | 2nd Lowest Eliminated | TWO lowest eliminated as total of both does not meet next lowest total |
|  | Anne | 12 |  | 1st Lowest Eliminated |
|  |  | 100 |  |  |  |
|  |  |  |  |  |  |
| 4 | Joe | 25 |  | No | 4-way tie Surviving revert to  Round 2 |
| Mary | 25 |  | No |
|  | James | 25 |  | No |
|  | Anne | 25 |  | No |
|  |  | 100 |  |  |  |
|  |  |  |  |  |  |
| 5 | Joe | 35 |  | No | Joint last place eliminated  as long as there are at least 2 remaining candidates to engage Round 2 |
| Mary | 35 |  | No |
|  | James | 15 |  | Joint Lowest Eliminated |
|  | Anne | 15 |  | Joint Lowest Eliminated |
|  |  | 100 |  |  |  |
|  |  |  |  |  |  |
| 6 | Joe | 40 |  | No | Joint last place - but eliminating 3 would deny a 2nd Round - so all candidates proceed to Round 2 |
| Mary | 20 |  | No |
|  | James | 20 |  | No |
|  | Anne | 20 |  | No |
|  |  | 100 |  |  |  |

**Appendix 3**

**Examples of "Preference" count for 2 Seater**

**NB: Panels are unrelated to each other**