

Eastern Harps GAA Club



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 The number of votes cast for/against each candidate will not be published.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	<input type="checkbox"/>
Proposed by (name): Seconded by (name):			
No. 4	Rúnaí	Mary Smith	<input type="checkbox"/>
Proposed by (name): Seconded by (name):			
No. 4	Rúnaí	James Murphy	<input type="checkbox"/>
Proposed by (name): Seconded by (name):			
No. 4	Rúnaí	Anne Deeney	<input type="checkbox"/>

Appendix 2

Examples of "Preference" count for 1 Seater

NB: Panels are unrelated to each other

	<table border="1"> <tr> <td>Positions</td> <td>1</td> </tr> <tr> <td>Votes Cast</td> <td>100</td> </tr> <tr> <td>Quota</td> <td>51</td> </tr> </table>	Positions	1	Votes Cast	100	Quota	51	<table border="1"> <tr> <td>Achieved Quota?</td> <td>Revert to Contingency Ballot</td> </tr> </table>	Achieved Quota?	Revert to Contingency Ballot										
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Appendix 3

Examples of "Preference" count for 2 Seater

NB: Panels are unrelated to each other

			Stage 1	Stage 2	Stage 3	Stage 4
	Positions	2		Significant majority search	Elimination (but leaving at least 2)	Revert to Contingency Ballot
	Votes Cast	100				
	Quota	51	Quota Search			
1	Joe	55	Elected on Quota			
	Mary	40	No	Elected $40 > (4+1)$		
	James	4	No			
	Anne	1	No			
		100				
2	Joe	51	Elected on Quota			
	Mary	25	No	Elected $25 > (23+1)$		
	James	23	No			
	Anne	1	No			
		100				
3	Joe	79	Elected on Quota			
	Mary	8	No	Not Elected $8 < (7+6)$	N/A	TWO revert to 2nd Round
	James	7	No	No	N/A	
	Anne	6	No	No	Eliminated (2 remaining)	
		100				
4	Joe	55	Elected on Quota			
	Mary	21	No	Not Elected $21 < (12+12)$	N/A	THREE revert to 2nd Round
	James	12	No	N/A	Not Eliminated as only 1 surviving candidate	
	Anne	12	No	N/A		
		100				
5	Joe	55	Elected on Quota			
	Mary	17	No	Not Elected $17 < (17+11)$	N/A	TWO revert to 2nd Round
	James	17	No	Not Elected $17 < (17+11)$	N/A	
	Anne	11	No	No	Eliminated (2 remaining)	
		100				
6	Joe	55	Elected on Quota			
	Mary	15	No	Not Elected $15 < (15+15)$	Not Eliminated as there would be no surviving candidate	THREE revert to 2nd Round
	James	15	No	Not Elected $15 < (15+15)$		
	Anne	15	No	Not Elected $15 < (15+15)$		
		100				
7	Joe	39	No	Elected - Quota not reached		
	Mary	39	No	Elected - Quota not reached		
	James	11	No	TWO lowest eliminated as total of both does not meet next lowest total		
	Anne	11	No			
		100				
8	Joe	30	No	Not Elected $30 < (30+30+10)$	N/A	THREE revert to 2nd Round
	Mary	30	No	Not Elected $30 < (30+30+10)$	N/A	
	James	30	No	Not Elected $30 < (30+30+10)$	N/A	
	Anne	10	No	No	Eliminated (3 remaining)	
		100				