**Voting Procedures**

Conduct of Burley Griffin Canoe Club elections.

1. This document is a rule for the purposes of section 11 of the BGCC constitution as amended

(the constitution).

2. This rule sets out arrangements for the conduct of ballots as required by the constitution.

3. The public officer, or their nominee, will be the returning officer for the conduct of all

ballots, except for the election of public officer, where the president will be the returning

officer.

4. Where there is any doubt about the interpretation of the constitution or these rules the

returning officer’s interpretation will prevail.

5. Where a ballot is required the method of voting will ordinarily be by show of hand

(excepting proxy votes – see below).

6. Where it is requested by a member of the committee (for motions at the Annual General

Meeting or a Special General Meeting) or by a candidate for election (for vacancies to the

committee or subcommittee) then voting will take place by secret ballot.

7. Proxy votes are permitted. Proxy votes may only be submitted to the returning officer, in

writing, in advance of the meeting. The returning officer will add the proxy votes to the final

tally after a count of the in-person votes is taken. The returning officer must cast the proxy

votes as instructed by the member, this may be for or against a motion, or for a candidate.

Where a person casts a proxy vote, but also attends the meeting, the proxy vote will not be

counted. The decision to accept or reject any proxy vote is the returning officer’s.

8. For all motions at AGM’s and SGM’s, the motion will have passed if the majority of validly

cast votes are in favour of the motion, except for constitutional amendments which require

a two thirds majority. Where an equal number of votes are in favour and for rejecting, then

the motion fails.

9. Where two candidates are seeking election, the candidate with the larger number of votes is

elected. In the event of a tie another ballot will be held, with the same candidates.

10. For elections with three or more candidates, if no candidate has the majority of votes after

the initial ballot, then a second election will be held where only the two candidates receiving

the highest number of votes in the first election will contest. In the event of a tie between

candidates, all candidates with an equal number of votes to the top two will contest. Once

only two candidates remain, it should be treated like an election between two candidates.

11. Where a proxy vote can be given effect in subsequent rounds of a three or more candidate

election (i.e. it expresses a preference for a candidate that remains) then it should be given

effect. If it cannot be given effect, then it should be treated as abstaining.