

AVMA ELECTION OF DISTRICT DIRECTORS RULES AND INSTRUCTIONS

1. Determination of Residency

For purposes of District Director elections, such a member will be considered as residing at the address shown in the official AVMA membership record.

2. Nominations

Nominations will be made according to Article V, Section 6 of the Bylaws.

- a. The nomination period will open at the beginning of the Association year. Not later than 30 days after the beginning of the Association year:
 1. AVMA will issue a call for nominations by posting notice on the AVMA website and contacting Principal Veterinary Organizations within the pertinent district.
 2. The call for nominations, the nomination form and instructions shall appear in appropriate AVMA digital and/or print media. All photographs, statements, and biographical material should be submitted in an electronic format prescribed by the AVMA.
- b. All nominations must be accompanied by:
 1. Completed nomination form;
 2. Written biographical statement (1,000 words maximum);
 3. Statement of reason for seeking office (1,000 words maximum);
 4. A "Headshot" photo of the candidate suitable for publication;
 5. List of websites and social media accounts that will be used by the candidate during the campaign, to be updated as necessary; and
 6. If requested by AVMA, written response to AVMA-provided questions suitable for publication.
- c. Complete nominations with all necessary documentation pursuant to the instructions, whether from Principal Veterinary Organizations or by petition, must be received by AVMA no later than February 1 of the election year. Nominations received prior to the beginning of the Association year the election is held will not be accepted.
- d. AVMA will promptly review all nominations to determine compliance with this Policy and other candidacy requirements established in the Bylaws. AVMA will post candidate information on the AVMA website promptly upon completion of the review.

3. Balloting

- a. Utilizing the services of an electronic voting company, an email message and subsequent reminder will be sent to all eligible voters in the respective district. The email will provide directions and a link to a secure voting website. The website will authenticate the members' identity based on information provided by AVMA, and the voting company will subsequently tabulate the election results. The initial email will be sent to eligible voting members on March 1 and the reminder email will be sent around the middle of March.
- b. Paper ballots will be distributed to those eligible voting members for whom AVMA does not have email addresses. The returned paper ballots will be included in the electronic tabulation results.
- c. The voting period will begin on March 1 and end at 11:59 p.m. Central time on March 31. All electronic and paper ballots must be received no later than March 31. Any electronic or paper ballots received after March 31 will be disregarded. If March 31 falls on a non-business day of the AVMA, voting will close on the last preceding business day.

- d. Safeguards will be in place to prohibit multiple voting. Only one vote shall be counted from any member who inadvertently votes by both paper ballot and electronic means. The vote appearing on the ballot first received will be counted.
- e. A plurality of the votes cast elects the candidate receiving them. When two or more candidates receive an equally high number of votes, the winner shall be determined by coin toss.