

Vice-President The Vice-President shall:

Assist the President in the execution of his/her duties, and perform such other duties as the Board or the President may direct. (Per Unit By-Laws.)

Be the Election Director unless he/she is a candidate for re-election.

The Election Director shall:

Determine the number of vacant seats to be filled.

Select a nominating committee

Select a person to print the ballot master and photocopy the ballots (at the club)

Put the ballot box out and notify the club members the election is ongoing until the final date.

Select 2 people to tally the ballots.

The election chairperson should Call and Notify all of the candidates if they won or lost. At the same time notify winners of the 1st Board meeting they will be attending.

Post election results at the club and notify the webmaster.

After the December Board meeting, ask the club manager to update officers and members on the ACBL website.

The Election Director will serve as final authority on validity of ballots and eligibility of write-in candidates.

Take possession of the ballots after the final counting. If there are no objections to the election results within thirty (30) days of publication of the results; the Election Director shall arrange to have the ballots destroyed.

In the event that the election results are disputed, the Election Director shall keep the ballots until action is taken regarding the complaint. If such contest requires a recounting of the ballots, that recount should occur as soon as possible. The Election Director shall continue as the official observer and will remain until the counting has ceased and winners have been selected. The same requirement of two (2) consecutive and identical counts shall be in force for the recount.

Other duties as assigned by the Board of Directors or the President.