



Voting Standards & Processes in Board of Directors Elections for the Butte Food Co-Op (APPROVED AUGUST 21, 2024)

BYLAWS & ELECTIONS:

Elections are specified in Section II & Section III of the Butte Food Co-Op Bylaws (APPROVED February 1, 2021)

GENERAL OVERVIEW:

- All board candidates **MUST** be in good standing in order to run for the board (member-owner dues paid, member-owner agreement signed);
- All member-owners **MUST** be in good standing in order for their vote to be counted (member-owner dues paid, member-owner agreement signed);

BALLOTS:

- Ballots will be distributed electronically.
- Ballots will be mailed to member-owners who do not have a registered email on file.
- Hard copies may be requested by emailing the Butte Food Co-Op at buttefoodcoop@gmail.com. Hard copies will NOT be distributed unless requested or no registered email has been provided.

DETERMINING DIRECTORS:

- Whomever has the most votes will be declared the winner. If there are multiple vacancies (EX: three), the top-voted candidates (most votes) will be declared the winners.
- Member-owners may vote for as many seats as are open. For example, if seven seats are open, member-owners will be able to vote for seven candidates. If two seats are open, member-owners will only be able to vote for two candidates.
- In the event of a TIE for a seated position, a secondary election will take place with the tied candidates. Whomever has the most votes will be declared the winner.
- If it is an uncontested election (i.e. there are seven seats, but only five candidates), all candidates must receive at least ONE vote to be considered for the Board.
- It will be the discretion of the Board to either appoint a Director to fill an unclaimed seat or leave the seat vacant (**SEE BYLAWS**).

DETERMINING OFFICERS:

GENERAL ELECTION PROCESS:

- Board elections will be held annually.
- Board election timeline will be as follows (NOTE: Dates may change):
 - **October 21, 2025** – Board Applications DUE
 - **October 28, 2025** – Annual Meeting
 - **October 29, 2025*** - Electronic Ballot Sent & Elections Commence
 - **November 11, 2025** - Electronic Ballot Closes
 - **November 12, 2025** – Hard Copy Ballot Deadline
 - **November 15, 2025** - Results Announced
 - **December 1 - 31, 2025** - Board Onboarding
 - **January 1, 2026** - New Board Members Take Office

*If there are nominations from the floor, ballots will go out 48 hours after the annual meeting (floor candidates must submit a bio and picture within 48 hours).

NOMINATIONS FROM THE FLOOR:

- Nominations from the floor will be accepted. All nominees **MUST** be in good standing in order to accept their nomination. All nominees **MUST** be willing and able to read through board member expectations and requirements prior to submitting their materials.
- Nominees must be present to accept their nomination or express in writing prior to the annual meeting that they would accept a nomination from the floor. They must accept their nomination and provide all relevant materials (information for ballot, etc.) to the board within 48 hours of the nomination. All nominees **MUST** be willing and able to read through board member expectations and requirements prior to submitting their materials. They will be required to sign a confirmation that they have read and understand the expectations. This is in place of the board information session that board applicants are required to attend.