



M E M O

Date: August 31, 2011

To: Executive Board

From: Fred Castro  
Clerk of the Board

Subject: **ELECTION CALENDAR – PRESIDENT AND VICE PRESIDENT**

ABAG's bylaws provide for the election of the President and Vice President of the Association every two years. An election of officers occurs in 2011.

With the Board's concurrence and in accordance with the election procedures adopted by the Board, the following schedule will be followed:

**ELECTION CALENDAR**

- The offices to be filled are those of the President and Vice President of the Association. The term of office for these positions begins January 1, 2012 and expires December 31, 2013.
- Procedures for the election of President and Vice President will be forwarded to each voting member and clerk on Friday, September 16, 2011.
- The period for filing nomination petitions with the Executive Director begins upon approval of the election calendar and ends at noon on Friday, October 7, 2011. Nomination petitions must be obtained from the Executive Director of the Association.
- Ballots will be mailed to county and city clerks and others having charge of elections by Friday, October 14, 2011.

**IMPORTANT DATES**

**September 15, 2011**

Nomination petitions filing period begins.

**September 16, 2011**

Election procedures sent to each voting member and clerk.

**October 7, 2011**

Nomination petitions filing period ends.

**October 11, 2011**

Certification of non-contested election notice sent to county and city clerks and others having charge of elections.

**October 14, 2011**

Ballots mailed to county and city clerks and others having charge of elections.

**October 17 to October 31, 2011**

Completed ballots filed with the Executive Director.

**November 2, 2011**

Opening and counting of ballots at ABAG's offices.

Item 6D



## Election Calendar – President and Vice President

August 31, 2011

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- Completed ballots must be filed with the Executive Director no earlier than Monday, October 17, 2011 and no later than 12 noon on Monday, October 31, 2011.
- Opening and counting of ballots will be conducted on Wednesday, November 2, 2011 at ABAG's offices.
- Pursuant to the election rules, if no election is to be conducted because there is only one candidate for each office, a certification of election notice is to be mailed to county and city clerks and others having charge of elections by Tuesday, October 11, 2011.

**Recommended Action: The Executive Board will be asked to adopt the election calendar. In addition, at the Board meeting President Green will appoint a canvassing committee of three members, two of whom will be members of the Board, to count the ballots if there is a contested election for either or both of the seats. The Board will be asked to confirm the appointment of the committee members.**