

Election Policies

From General Statement of Policy

(Revised March 28, 2024)

2.2 Election of Officers and Directors.

- a. **Candidate Information.** All candidates intending to run for an officer position or a director position must submit a completed questionnaire intended to gauge the candidate's level of understanding as to the qualifications and requirements of the position. Additionally, candidates shall also submit a required personal statement which shall be no more than 150 (one hundred fifty) words, and shall not include false allegations or libelous comments regarding other candidates, the Association, the board of directors or other individuals. Furthermore, the St. Louis REALTORS® President and/or the Chief Executive Officer or the Executive Committee of St. Louis REALTORS® may, in his/her/their discretion, withhold, remove, or require the candidate to revise any statement they deem inappropriate or unsuitable for publication such as information that is not factually correct or that unfairly impugns the character of any individual. Except for the above-noted exception, once the nomination deadline has passed, no revisions to candidate-submitted information shall be accepted.

A webpage will be created on the St. Louis REALTORS® website that shall hold all of the candidate questionnaires, photos, and personal statements. Prior to the commencement of voting, the candidate information shall be posted on the website. All candidate information received by the deadline shall be posted at the same time.

- b. **Campaigning.** Candidates are permitted to campaign for themselves in person at the Association offices no more than sixty (60) days prior to the beginning of the voting period. Candidates may circulate literature or campaign brochures, so long as they do not interfere with the normally scheduled activities of St. Louis REALTORS® or its rental clients and must conduct themselves in a non-obtrusive manner. No candidate shall distribute campaign materials 30 minutes before or after continuing education classes or new member orientation. Candidates may request an audience at scheduled meetings with approval from the chairperson or meeting organizer. However, equal time shall be offered to all candidates for that same office. Candidates shall adhere to any applicable social media policies in the conduct of their campaign.
- c. **Election Communications.** The Association shall send out a mass email to the membership announcing the election dates and times, and list hyperlinks to the individual candidate information, which shall be on the St. Louis REALTORS® website at www.stlrealtors.com or accessible through this website. All names of candidates will be listed in alphabetical order. This information shall be communicated to the membership in a timely manner.
- d. **Firm Maximums.** No person shall be prevented from running for a St. Louis REALTORS® officer or director position that is otherwise eligible. If, during the nomination process, a firm or franchise is maxed out on the number of allowed seats per Article XI, Section 3 (d) of the bylaws, no candidate from such firm or franchise shall be eligible to run. In the event that winning nominations exceed the number of seats per firm or franchise available, the following procedure will be followed:

The available seats shall be awarded, by highest vote count, in the following order:

- President-elect
- Treasurer
- Director seat(s)

- e. **Notification of Candidates.** The policy for the notice to the candidates of the disposition of the election shall be as follows: All candidates will be notified of their candidate status by telephone at the close of the election and by e-mail within five (5) business days of the close of the election. St. Louis REALTORS® shall post notice of the winning candidates on the Association website and announce via a general membership email as soon as possible.
- f. **Annual Meeting.** The Annual Meeting of the Association shall be held the last Wednesday in August of each year, the place and hour to be designated by the board of directors. At the discretion of the Executive Committee, in lieu of an Annual Meeting the Association may host a post-election gathering to celebrate the winning candidates. This gathering shall satisfy the Annual Meeting requirement. Upon casting their vote all REALTORS® and sponsors shall receive an invitation to the post-election gathering.
- g. **Voting Procedures.** The following guidelines apply to all votes taken for the board of directors and/or officers:
- i. Electronic voting will commence twenty-eight (28) days prior to the Annual Meeting and shall conclude on or before 12:00 noon the seventh (7th) day prior to the Annual Meeting.
 - ii. In order to be able to vote, members will provide their name and any other secure identifier.
 - iii. Records will be secured in such a manner as to ensure only one (1) vote per member.
 - iv. Results of the e-balloting will be tallied and reported to the President of the Association and emailed to the entire membership as soon as possible.
 - v. Within 30 days after the election and upon request, a candidate will be given the vote count for the specific election in which they participated. However, such information shall not be disseminated publicly.

2.3 Agreement to Serve. As a condition of serving the Association as an officer or director, these individuals agree to certain things such as:

- a. Attending a director's Orientation concurrent with Association's Annual Retreat on legal duties and other areas that enable them to become familiar with the Association's governing documents, such as its bylaws and Code of Ethics.
- b. Attending a Professional Standards seminar minimally at least once every twenty-four (24) months and no later than the second quarter of their first year in office.
- c. Signing an "Agreement to Serve" agreeing to the Association's confidentiality policy, harassment policy, social media policy, conflict of interest policy, and reaffirming their commitment to article 10 of the REALTOR® Code of Ethics, prior to taking office and on an annual basis thereafter.