

# **CUALA**

**Hurling Football and Camogie Club**



**General Meetings**

## **Guide to Voting Procedures**

**Version 1 November 2008**



## **Introduction**

These Guidelines have been drawn up by the Coiste to clarify how balloting at Annual General Meetings will be conducted. This is in keeping with a commitment undertaken at a General Meeting in November 2008, which was incorporated into the Club Constitution as follows -

*D4.4. Elections to fill the Coiste positions (set out in D4.3) shall be conducted by Secret Ballot. The Procedures for voting and counting of votes shall, subject to these Rules and Constitution, be determined by the outgoing Coiste and details shall be notified to members in writing not less than 21 days before the Annual General Meeting.*

Subject always to the Club Constitution, this guide aims to promote procedures that -

- protect the interests of the Club
- enable Members to fairly choose who will represent them at Coiste
- encourage Members to volunteer to serve the Club,
- respect the dignity of Nominees,
- facilitate expedient Balloting and Counting within the tight timeframes of general meetings

Members are urged to study these rules. Of necessity they are detailed – setting out to address as many scenarios as possible. In reality, it is generally expected that Balloting will normally only involve some of the procedures outlined.

These rules will be reviewed after the completion of the 2008 AGM

**An Coiste  
November 2008**

## Personal Elections

- 1. Candidates are unlimited**

There is no limit on the number of Candidates who may be Nominated for any position.
- 2. Types of Ballot**

There will be 2 types of personal ballot - depending on whether a position is **uncontested** (same number of candidates as positions) or **contested** (more candidates than positions)
- 3. "Approval" Ballot**

In an **uncontested** position an "**Approval**" Ballot will be used - members will be invited to mark the candidate(s) as "Approve" OR Reject  
A tied result will be deemed to be Approval – the balance being tipped in favour of the candidate for volunteering  
*Appendix 1.* Example Ballot Sheet
- 4. "Preference" Ballot**

In a **contested** position, a "**Preference**" Ballot will be used - members will be required to make ONE mark against their single most preferred candidate  
*Appendix 2* Example Ballot Sheet
- 5. A Quota (not Most votes) wins**

An underlying principle of the voting procedure is that the candidate who is elected has attracted a Quota meaning  
in an "Approval" ballot, more "Approvals" than "Rejections"  
in a "Preference" Ballot, more votes than all of the surviving candidates combined.
- 6. Personal Ballots are not disclosed**

Consistent with the GAA Club Handbook & the Club Constitution, personal elections will always be by way of Secret Ballot. The number of votes cast for/against each candidate will not be published. Only the names of successful candidates and their positions will be announced.  
An exception to this is the election of Tellers, which will be accepted by way of a show-of-hands.
- 7. Individual Candidates may know their personal votes**

A Nominee, whether elected or defeated, may, on application directly to the Tellers, obtain details of the votes cast for or against him/her but he/she shall not be entitled to know the votes cast for/against other candidates.

- 8. Order of Balloting** The order of counting of votes will reflect the order of the positions as described in the Constitution -
1. Chairperson
  2. Vice-Chairperson
  3. Treasurer
  4. Secretary
  5. Registrar
  6. Adult Games Representative
  7. Ladies Football Representative
  8. Camogie Representative
  9. Minor Representative
  10. Juvenile Girls, Representative
  11. Juvenile Boys Representative
  12. Academy Representative
  13. Players' Representative
  14. Two Other Members
- 9. Ballots are conducted one at a time** Because of the possibility of an un-contested Candidate being rejected by the Meeting, ballots will be taken one at a time. No ballot will proceed unless the result of the previous Ballot is confirmed
- 10. Elected Candidates retire from subsequent Ballots** Members can be candidates for more than one position. A candidate who is elected in an earlier ballot is deemed to have withdrawn as a candidate from any subsequent count.
- 11. Withdrawal before Ballot is taken** If a candidate is withdrawn, either automatically or voluntarily – members will be asked to delete the names of the Candidate on the Ballot Paper prior to voting. If a withdrawal from a Contested Position causes the position to become uncontested – the Ballot Paper will be change to an "Approval" Ballot.
- 12. Withdrawal after Election** If a Candidate is elected to a position and subsequently decides not to proceed – this will be regarded as a Resignation and any ensuing vacancy will be a matter for the incoming Coiste – not the AGM
- 13. Invalid Votes** The validity of votes will be decided exclusively by the tellers. Invalid votes include
- No candidates name marked at all
  - More than one candidate marked
  - Mark not clearly set against any candidate
  - An "Approval" Ballot marked both Accept and Reject
  - A vote cast in favour of an Eliminated Candidate
  - Any other style of completion that, in the opinion of the Tellers, causes the identity of the desired Candidate to be unclear.

- 14. Unfilled position are opened to the floor** Where a position is not filled, the tellers will advise the Chairman who will invoke Rule D15 and call for nominations from the floor. Nominees can include Full Members who are already Candidates for later Positions. Candidates who are already elected are excluded.  
If there are further nominations, a new Ballot will be conducted  
  
If no nominations are offered from the floor, the vacancies will be referred to the incoming Coiste who have the right to co-opt Members or not.
- 15. Count is Limited to 3 Stages** To minimise the time taken to administer counting of votes, the process will be limited to a maximum of 3 stages – First Round, Second Round, Drawing of Lots
- 16. Counting of Votes** The Tellers will proceed in the following order  
**First Round:** Elect a Candidate who has a Quota  
*If no candidate has attained a Quota . . .*  
  
**Second Round:** Eliminate the surviving Candidate(s) with the lowest (joint) vote(s) PROVIDED that this leaves at least two candidates in the contest and Conduct a second Round of voting  
*If no Candidate has attained a Quota . . .*  
  
**Draw Lots:** The Chairperson will Draw Lots or, in the case of 2 surviving candidates, Toss a Coin.
- 17. Recounts** Any Candidate may demand a recount and this will be accommodated by the Tellers. A demand for a second recount of the same Ballot must be put to the Meeting – duly proposed & seconded - for majority Approval.
- 18. Motions & Resolutions by Open Vote** In the case of *Motions and Resolutions* balloted by way of a *show-of-hands*, only the outcome, as determined exclusively by the Chairman in consultation with the Tellers, shall be announced. Details of numbers of votes cast will not be given on the basis that the Meeting will be able to judge for itself the pattern of votes
- 19. Motions & Resolutions by Secret Ballot** In the case a vote on *Motions and Resolutions* by way of a *Secret Ballot*, the total number of votes cast for/against and the total number of any spoiled votes shall be given to the Chairperson by the Tellers who shall then announce full details to the Meeting
- 20. Ballot papers are destroyed.** The Ballot papers will be securely destroyed by the Tellers whenever they deem they are no longer required

# Appendix 1

## "Approval" Ballot Paper

<b>Ballot No. 4</b> <b>Runaí</b>			Mark either <b>Accept OR Reject</b> (Both boxes remaining un-marked will be deemed an <b>abstention</b> )	
<i>Proposed by (name)</i> <i>Seconded By (name)</i> <b>No 4                  Runaí                  Anne Smith</b>			<b>Accept</b> <input type="checkbox"/>	<b>Reject</b> <input type="checkbox"/>

## "Preference" Ballot Paper

<b>Ballot No. 4</b> <b>Runaí</b>				
				<b>Tick          ONE Name          only</b>
<i>Proposed by (name)</i> <i>Seconded By (name)</i> <b>No 4                  Runaí                  Anne Smith</b>				<input type="checkbox"/>
<i>Proposed by (name)</i> <i>Seconded By (name)</i> <b>No 4                  Runaí                  Con Jones</b>				<input type="checkbox"/>
<i>Proposed by (name)</i> <i>Seconded By (name)</i> <b>No 4                  Runaí                  Dan Murphy</b>				<input type="checkbox"/>
<i>Proposed by (name)</i> <i>Seconded By (name)</i> <b>No 4                  Runaí                  Pat Reilly</b>				<input type="checkbox"/>

## Appendix 2

### Examples of "Preference" count for 1 Seater

NB Panels are unrelated to each other

Positions	<b>1</b>	Achieved	Revert to
Votes Cast	100	Quota	Contingency
Quota	51	?	Ballot

<b>J</b>	Pat	<b>55</b>	Elected on Quota	
	Con	17	No	
	Dan	15	No	
	Ann	13	No	
		100		

<b>L</b>	Pat	<b>38</b>	No	Surviving THREE carried into Round 2
	Con	38	No	
	Dan	17	No	
	Ann	<b>7</b>	Unique Lowest Eliminated	
		100		

<b>M</b>	Pat	<b>26</b>	No	Surviving THREE carried into Round 2
	Con	25	No	
	Dan	25	No	
	Ann	<b>24</b>	Unique Lowest Eliminated	
		100		

<b>N</b>	Pat	<b>25</b>	No	4-way tie All revert to 2nd Round
	Con	25	No	
	Dan	25	No	
	Ann	<b>25</b>	No	
		100		

<b>P</b>	Pat	<b>40</b>	No	Joint last place - We drop them as long as there at least 2 to engage 2nd Round
	Con	40	No	
	Dan	10	Joint Lowest Eliminated	
	Ann	10	Joint Lowest Eliminated	
		100		

<b>Q</b>	Pat	<b>40</b>	No	Joint last place - but dropping 3 would deny a 2nd Round - so all candidates go through
	Con	20	No	
	Dan	20	No	
	Ann	20	No	
		100		



# Appendix 3

## Examples of "Preference" count for 2 Seater

NB Panels are unrelated to each other

	Stage 1	Stage 2	Stage 3	Stage 4
Positions	Quota	Sufficient	Elimination	Revert to
Votes Cast	Search	Majority	(but leaving	Contingency
Quota		Search	at least 2)	Ballot

**A**

Pat	55	Elected on Quota			
Con	40	No	Elected (40 > 4+1)		
Dan	4	No			
Ann	1	No			
	100				

**B**

Pat	51	Elected on Quota			
Con	25	No	Elected (25 > 23+1)		
Dan	23	No			
Ann	1	No			
	100				

**C**

Pat	79	Elected on Quota			
Con	8	No	NOT Elected (8 < 3+7)	n/a	TWO revert to 2nd Round
Dan	7	No	No	n/a	
Ann	6	No	No	Eliminated (leaving 2 survivors)	
	100				

**D**

Pat	55	Elected on Quota			
Con	19	No	NOT Elected (19 < 13+13)	n/a	THREE revert to 2nd Round
Dan	13	No	n/a	Not Eliminated as there would only be 1 survivor	
Ann	13	No	n/a		
	100				

**E**

Pat	55	Elected on Quota			
Con	17	No	NOT Elected (17 < 17+11)	n/a	TWO revert to 2nd Round
Dan	17	No	NOT Elected (17 < 17+11)	n/a	
Ann	11	No	No	Eliminated (leaving 2 survivors)	
	100				

**F**

Pat	55	Elected on Quota			
Con	15	No	NOT Elected (15 < 15+15)	Not Eliminated as there would be no survivor	THREE revert to 2nd Round
Dan	15	No	NOT Elected (15 < 15+15)		
Ann	15	No	NOT Elected (15 < 15+15)		
	100				

**G**

Pat	50	No	NOT Elected (50 < 40+7+3)	n/a	THREE revert to 2nd Round
Con	40	No	No	n/a	
Dan	7	No	No	n/a	
Ann	3	No	No	Eliminated (leaving 3 survivors)	
	100				

**H**

Pat	38	No	NOT Elected (38 < 38+12+12)	n/a	TWO revert to 2nd Round
Con	38	No	NOT Elected (38 < 38+12+12)	n/a	
Dan	12	No	No	Jointly Eliminated (leaving 2 survivors)	
Ann	12	No	No		
	100				

**J**

Pat	31	No	NOT Elected (31 < 31+31)	n/a	THREE revert to 2nd Round
Con	31	No	NOT Elected (31 < 31+31)	n/a	
Dan	31	No	NOT Elected (31 < 31+31)	n/a	
Ann	7	No	No	Eliminated (leaving 3 survivors)	
	100				

**K**

Pat	25	No	n/a	n/a	4-way Tie for 2 places revert to 2nd Round
Con	25	No	n/a	n/a	
Dan	25	No	n/a	n/a	
Ann	25	No	n/a	n/a	
	100				