



2012 AFTRA SAN DIEGO NOMINATION AND ELECTION RULES

San Diego Local Officers and Local Board Members

San Diego Local Officers and Local Board of Directors

ELIGIBILITY TO NOMINATE OR RUN FOR OFFICE

Those eligible to nominate candidates, second the nomination of candidates, and/or run for office (as an Officer or Local Board member) must meet all of the following criteria:

- A. Must be an active AFTRA member in good standing* in the San Diego Local for at least one year *prior to* nominating, seconding a nomination, and/or running for office and/or the Local Board (*must not be in arrears of their dues/fees/assessments);
- B. Must not be a provisional member (e.g., signatories to any AFTRA Code, owner of a Production Company);
- C. AFTRA dues/fees/assessments for the period of 11/1/11-4/30/12 must be paid prior to running for an office, being nominated for an office and/or being able to nominate or second yourself or someone else for an office. Those persons who are on either Dues Check-Off at an AFTRA broadcast station, or those persons who are current on their pre-approved payment plan are considered paid. No monies will be accepted at the January 21, 2012, General Membership Meeting.

2. POSITIONS TO BE FILLED

- **Local Officers (One-Year Term Beginning April 1, 2012):**

President, Vice President, Recording Secretary, Treasurer

- **2 Local Board Seats (2 Three-Year Terms Beginning April 1, 2012)**

3. DUTIES AND RESPONSIBILITIES

The San Diego Local Board of Directors is the governing body of the San Diego Local of AFTRA and is subject to the rules of AFTRA's National Board. Board Members must be available to attend scheduled Board meetings and be willing to serve on various committees of the Local. Board members serve without compensation. For more information on the duties of Local Officers and/or Local Board members, please call (866) 634-8100, Extension 156, or e-mail jrowe@aftra.com.

4. NOMINATION PROCESS

The San Diego Local does NOT allow for write-in candidates. There are three ways to be nominated:

- A. **AFTRA San Diego Nominating Committee**: Any qualified member (see #1 above) who wishes to be considered for nomination by AFTRA San Diego's 2012 Nominating Committee must submit a written request by e-mail to jrowe@aftra.com or by fax, to the attention of Jessie Rowe, at (323) 634-8126 or by mail to Jessie Rowe, Executive Assistant, Communications/Internal Governance, c/o AFTRA Los Angeles, 5757 Wilshire, #900, Los Angeles, CA 90036. **All requests must be received no later than 12:00pm (PST) on Thursday, December 29, 2011.**
- B. **At the January 21, 2012, General Membership Meeting**: Any qualified member (see #1 above) may nominate either himself/herself or another qualified member who meets those requirements. **Each person nominated must accept either in person at the meeting or, if absent, in writing, by 5:30PM on Friday, February 3, 2012.**
- C. **Nomination by Petition**: If a qualified AFTRA member is not nominated by the Nominating Committee or at the 1/21/12 General Membership Meeting, that member may submit a petition signed by at least ten (10) members of the San Diego Local of AFTRA who are in good standing and are not in arrears of their dues (as set out in #1 above). Petitions will be available:
 - At the January 21, 2012, General Membership Meeting; and/or
 - A 2012 Petition is enclosed. Please be sure to complete a SEPARATE petition for each office you wish to be a candidate for. You may request additional blank petitions as noted below.

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- Beginning December 27, 2011, may be requested by e-mail to jrowe@aftra.com (please include your AFTRA ID#), and/or by telephone by calling Jessie Rowe (866) 634-8100, Extension 8156.

Qualified petitions (those containing the required number of qualified signatures as verified by staff) must be filed with AFTRA no later than 5:30PM on Monday, February 20, 2012. Petitions should be submitted by mail to Meredith Snow, Director of Communications/Internal Governance, c/o AFTRA Los Angeles, 5757 Wilshire, #900, Los Angeles, CA 90036. If mailed, please send "certified/return receipt requested" so that you have confirmation it was received. Petitions may be faxed to Meredith Snow at (323) 634-8126; however, **if you do not receive confirmation by telephone and/or by e-mail that it was received, please call (866) 634-8100, Extension 131.** While petitions will be accepted by fax, the original must also be mailed to the address noted above. **AFTRA is not responsible for petitions received either by mail or by fax after 5:30PM on February 20, 2012, and they will not be accepted.**

5. **ELECTION MATERIAL:**

- A. In the event only one candidate is nominated for any one office (President, Vice President, Secretary, Treasurer) or in the case of Local Board members, the number of candidates nominated does not exceed the number of vacant offices, such candidate(s) shall be declared elected at the close of nominations on Monday, February 20, 2012, without the need of a mail ballot for those office(s).
- B. In the event that the election is contested, each candidate may submit a black and head shot in hard copy form or electronically (.jpg preferred) and a one hundred (100) word typed candidate's statement (either typed or by e-mail). This statement will be sent with the ballot to all AFTRA Members at no charge to the candidate. The statement cannot contain any derogatory comments about other candidates nor can it request support for candidate(s) in a different office. This statement will not be edited (except for length). **If the statement is over 100 words, only the first 100 words will be printed as the candidate's statement.**
 - **The candidate's picture and typed statement must be received by 5:30PM on Friday, February 24, 2012, by mail to Jessenia Rowe, Executive Assistant, Communications/Internal Governance, c/o AFTRA Los Angeles, 5757 Wilshire, #900, Los Angeles, CA 90036 or by e-mail to jrowe@aftra.com. If mailed, please send "certified/return receipt requested" so that you have confirmation it was received. If you do not receive confirmation by telephone and/or by e-mail that it was received, please call (866) 634-8100, Extension 156, and speak with Jessenia Rowe. AFTRA is not responsible for material received after 5:30PM on February 24, 2012, and material will not be accepted after that date.**
- C. Each candidate, group of candidates, or a slate of candidates shall have the right to mail or e-mail, separate from the candidate's statement as described above, a separate letter, e-mail, postcard or campaign material to all or some of the San Diego AFTRA membership. The complete cost of this mailing will be borne by the individual Member or collectively by the group of candidates or slate of members. Each piece of literature mailed under this procedure must state, in easy to read font (10pt minimum): *No union funds were expended for the producing or mailing of this piece of campaign material.* Please contact Jessenia Rowe at (866) 634-8100, Extension 156, or by e-mail at jrowe@aftra.com for more information on this procedure.
- D. Candidates have a right to inspect, but not copy, the list of paid-up San Diego Local of AFTRA members. Please contact Jessenia Rowe at (866) 634-8100, Extension 156.

6. **ELECTION PROCESS**

- If by the close of business on February 24, 2012, there are more nominations than the number of Officer Positions and/or Local Board seats to be filled, as set out above, then those positions will be determined by a secret ballot election, otherwise those persons nominating shall be automatically elected. Ballots will be mailed to all eligible voters. For more information on your voting status and/or how to receive a ballot/replacement ballot, please call Jessenia Rowe at (866) 634-8100, Extension 156.

Ballots will be mailed to all qualified members by March 2, 2012, and must be received as set out on the ballot by 6:30AM on Monday, March 19, 2012. Ballots will be tabulated on March 19 and results announced.

7. **ELECTION RESULTS**

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All candidates and interested parties shall have the right to be present during the counting of the ballots. However, no candidate, nor interested party, other than the Election Coordinator and their designated representatives may in any way handle the ballots. Please call (866) 634-8100, Extension 156, for more information.