

## **GMA Board Elections**

### **The Grounds Management Association**

Bye-laws concerning the timing and manner of conducting postal ballots for the office of Sector Directors, made pursuant to Article 6.2 of the Articles of Association.

#### **1. Invitation to Nominate**

- 1.1 Annually, voting Members will be invited to nominate candidates for election to the position of Sector Director.
- 1.2 Information on nomination procedure, canvassing and balloting procedures will be supplied to Voting Members in such manner as Head Office deems appropriate.

#### **2. Nominations**

- 2.1 Head Office will issue nomination forms as requested.
- 2.2 Nominations for election to Sector Directors will be:
  - made on official nomination forms
  - signed by a proposer, a seconder and two other persons, all of whom shall be Voting Members
  - contain a notice in writing signed by the nominee of their willingness to be elected
- 2.3 Nominations are to be received at Head Office no later than 25<sup>th</sup> October 2023.

#### **3. Only One Person Nominated for Election to an Office**

If only one person is nominated for election to the office of Sector Director then:

- 3.1 No election shall be held in respect of the office of Sector Director in question; and
- 3.2 The person nominated shall be deemed to have been elected to the office of Sector Director in question.

#### **4. Election Prospectus**

- 4.1 Each candidate for election to the office of Sector Director will deliver or cause to be delivered to the Head Office of the GMA, to be received by no later than 25<sup>th</sup> October 2023, a typed prospectus of a maximum length of 250 words including:
  - career summary
  - proposer and seconder
  - GMA involvement
  - reasons for election
- 4.2 The GMA will publish the prospectuses, in the form received, of all eligible candidates.

#### **5. Canvassing**

- 5.1 The Head Office of the GMA will assist, wherever possible, each candidate for election to the office of Sector Director.

#### **6. Voting Papers**

- 6.1 There will be separate ballot papers for the election of each Sector Director.
- 6.2 Each ballot paper will set out the name of all eligible candidates for the position in question.
- 6.3 Each ballot paper will be individually numbered or otherwise prepared to minimise the risk of duplication or fraud.
- 6.4 Ballot papers will be issued with AGM papers no less than 21 days before the Annual General Meeting.
- 6.5 Ballot papers relating to the office of Sector Director will be issued only to Voting Members.
- 6.6 Voting Members may vote for one candidate only in each election; and ballot papers which have been defaced or otherwise marked ambiguously will not count in the ballot.
- 6.7 Ballot papers must be received at Head Office not less than 7 days before the Annual General Meeting.

#### **7. Counting of Votes**

- 7.1 Counting of votes will be conducted at the Head Office.
- 7.2 The count will be supervised by
  - 7.2.1 The Chief Executive of the GMA (if any) or otherwise the Company Secretary; and
  - 7.2.2 The Solicitor to the GMA, or Accountant to the GMA.
- 7.3 The winner of each ballot will be the candidate who receives the largest number of votes.
- 7.4 If an election to the office of Sector Director results in an equal number of votes being received by two or more candidates, the GMA Board will, as soon as reasonably practicable, appoint one of those candidates to the office of Sector Director.

**8. Announcement**

The results of the elections will be announced at Annual General Meeting and published on the GMA website and in the next most convenient edition of the GMA's magazine.

**9. General**

9.1 Any dispute regarding the elections will be referred for final resolution to the Arbitration Committee.

9.2 Terms defined in the Articles of Association will bear the same meaning in these Bye-laws.