



Addendum to – Election of Officers of the Corporation and Members-at-large to the Executive Committee Election Procedures

Version 1.1 May 18, 2020

This addendum provides guidance for holding elections during an electronic Board of Directors meeting, in place of the normal elections that take place at the face-to-face meeting preceding the Annual General Meeting. It is designed to provide, as best as possible, similar conditions for the election of officers of the corporation and members-at-large to the Executive Committee.

Elections are due for the officers of the corporation and members-at-large of the Executive Committee whose terms are expired.

Special Conditions for Elections by Electronic Meeting

- i. The electronic meeting will be held using the Gotomeeting.com application currently in use by the board. For the elections, directors should use their video feeds, if technically feasible, to be as fully engaged as possible. Microphones should be muted except when invited to speak after making a request to do so.
- ii. Secret ballots will be conducted using an electronic voting tool involving the receipt of an email or other with a link to a ballot. The voting tool will be hosted and managed by the editor of Model Aviation Canada. Board members will be provided with a link to follow and vote. The results of the vote will be reported by the scrutineers to the chair of the meeting or Sergeant-at-Arms via the private chat tool in GoToMeeting.com.
- iii. The scrutineers, appointed by the board, shall have the technical where-with-all to operate and manage two separate applications, GoToMeeting and a voting tool. The scrutineers and MAC editor will communicate by electronic means; telephone, text, email or other, that allows them to communicate with each other without delay.
- iv. Candidates, who are requested to leave the meeting room, as part of the election process, shall be managed by the moderator turning off the candidate's audio and video feed if possible or the candidate will be asked to leave the meeting and upon receipt of a notice, from a designated person, return to the meeting.
- v. Typically, the new President's term starts at the conclusion of the Annual General Meeting. In this special case the new President's term will start at the conclusion of the electronic board meeting.