Process for BC Officer Elections: 2012

Timeline for BC Officer Elections:
- Nomination period of two weeks: January 23 – February 3
- Provision of Candidate statements TO Voting Officer on or by Feb. 4, for posting by Voting Officer – bcvotes@hotmail.com.
- Discussion with Candidates:
  - Candidates Call on February 6, 7 or 8, pending on candidate availability: Recorded and transcribed/posted to bc list
- Confidential Electronic Voting on Candidates: February 9 – 15
- Counting by Voting Officer and validation of the vote by GNSO Secretariat as Returning Officer – Feb. 16.
- Announcement of outcomes: February 17 [or before, after validation].

Positions Open for Election/Eligibility to Stand for Election
Four officer positions [BC Charter Sections 4.3 through 4.6; Relevant parts of 4.7. describe the functions and eligibility of these four officers and are a reference for BC members.]

- Chair
- Vice Chair, Finance and Operations
- Vice Chair, Policy Coordination
- CSG Representative/liaison to CSG

Via this memorandum, the BC Secretariat, serving as Voting Officer announces the opening of the two week nomination process, and invites any paid up member to nominate one other person for any of the four positions by sending a nomination to bcvotes@hotmail.com. The Charter does not provide for 'seconds', but members can send any 'seconds' to the Voting Officer [bcvotes@hotmail.com]. When announcing nominations, the Voting Officer will also announce any 'seconds', or duplicate nominations.

Eligibility to Make a Nomination, Stand for Election and Vote
Per Charter section 4.7, a candidate must have been a paid up member for the 12 months preceding the election in order to stand for election.

Members should consult the Charter for any questions, such as about settlement of fees: Section 3.5. and Section 11. Although an approved applicant may be allowed to participate informally in the BC lists while they resolve payment of fees, membership status, nomination and all voting is limited to paid up members.

Questions about status of payment of dues should be sent to bc-secretariat@icann.org, but final status is determined by the BC ExComm who will make final determinations based on payments received.

Making a Nomination:

Contact the person you want to nominate and ask them if they are willing to stand.

Submit an email nomination to the Voting Officer at bcvotes@hotmail.com with name, company affiliation /BC member name, email of Nominee and Position for which you are nominating them, along with your name, company/affiliation with BC member; your email for contact by the Secretariat in case of any questions.

To confirm any nomination that you submit to the Voting Officer, the Voting Officer will privately ask each nominee to:

      1) accept or decline nomination, and to do so by February 3rd at latest.

      2) if accepting, to prepare a candidate's statement and return that statement
         to the bcvotes@hotmail.com address, by February 4th at the latest.

      3) Post the statements to the BC list on or before February 5.

In conformance with Section 8.2.3, the nominations submitted to bcvotes@hotmail.com will remain confidential until the close of the nomination period.

Candidate/Nominee:

Any paid up member can indicate interest in standing for nomination/election via the full BC lists. Any such statement does not fulfill any requirements for candidate nominations, acknowledgement, or providing a candidate statement. Those must take place on bcvotes@hotmail.com.

The BC Voting Officer will advise any nominee on eligibility.

Action for a nominee: If nominated by another member, respond promptly to the nominator, so they can submit the nomination to the Voting Officer at bcvotes@hotmail.com.

If nominated, promptly confirm to the Voting Officer in writing/email your acceptance/decline of nomination.

Candidates should review job responsibilities before accepting a nomination: These include frequent conference calls with members and other members of the ExComm; the need to self fund travel to ICANN public meetings; fully participate in the work of the position nominated for, which requires significant time commitment to fulfill the duties of the position on behalf of BC members; follow the policy and other positions of the BC, and be thoroughly familiar with the BC's mission and core values.

Candidates should assume that participation in person in at least two of the three face to face meetings is a requirement, and the Chair should plan to attend all face to face meetings, given the role as BC spokesperson and other obligations.

If accepting, promptly submit a candidate statement describing your vision for particular position, and stating that you are able to fully meet the requirements of the position, including understanding the need for primarily self funding for travel to the ICANN meetings that occur, as officers have work responsibilities for the members during each face to face meeting. [While some limited funding may develop, Officers largely self fund their participation and travel cost.].

If not planning to submit a candidate's statement, the candidate should advise by email to bcvotes@hotmail.com that they decline to submit a candidate's statement, as a courtesy to the Voting Officer. *Submission of a candidate's statement is an option, but is advised, as BC members deserve to hear in detail from candidates.*

NOTE: Failure to respond to the Voting Officer to acknowledge and accept a nomination shall negate any nomination.

Candidate Statements:
Note: Regardless of what a candidate, or any other BC paid up member might post to any BC list during the open discussion days, only candidate statements sent to bcvotes@hotmail.com will be re-distributed to the BC members for the Candidates BC Members Dialogue February 6-8. Any other communications to any other list cannot be included in the formal transmittal of candidate communications by the Voting Officer.

Formal Distribution of Names of Nominees: February 4.
The BC Secretariat as Voting Officer will transmit a list of confirmed and qualified nominees to the BC membership and publish a notification message on February 4th and announce a Candidates BC Members Dialogue via conference call on February 6-8, 2012 (date based on candidate availability. The call will take place in a time slot reasonably available to the majority of the BC members).

The Candidates statements submitted to bcvotes@hotmail.com will also be aggregated, along with any questions gathered from members, and transmitted to the candidates and to the BC list by the BC Secretariat serving as Voting Officer.

Dial in information for the call will be posted to bc-private@icann.org by, or on February 5. The Candidates call will be recorded and transcribed, and posted to bc-private@icann.org.

Questions to Candidates:
BC members are invited to submit questions for any/all candidates at any time from the opening of nominations to the conclusion of the nomination process to bcvotes@hotmail.com; these will be aggregated and forwarded to the candidates and the bc-private@icann.org list by February 5 by Benedetta Rossi, BC Secretariat serving as Voting Officer. Questions that are generic need not wait for announcement of nominations.

Date and Procedure for Candidates Call:
The Voting Officer will conduct a Candidates conference call between the 6th and 8th of February, exact date TBD. Candidates with competing nominations will be separately scheduled for a specific time slot during that call. This schedule will be the responsibility of the Voting Officer to establish. The Voting Officer and Returning Officer will determine the time slots and manage the discussion with Candidates.

Questions to all candidates [as submitted to the bcvotes@hotmail.com address], will receive first priority for discussion with candidates, as relevant to their position nomination. As time permits, other ad hoc questions from BC members on the call may be accepted. Candidates may choose to post additional or clarifying responses to the bc lists, following the Candidates call.

If only one candidate nominated for positions, or no candidates nominated:
It is the practice of the BC to hold a confirming vote, even in the instance of only one candidate per position.   Confirming votes indicate support and consensus for a candidate. Section 5.6 addresses a tie.

If no candidate is nominated for a particular position, that incumbent officer will extend their role for a short period, to allow the newly seated officers to discuss approaches.

Election:
The Voting Officer will transmit ballots for qualified candidates via email from bcvotes@hotmail.com to the eligible BC member of record with clear direction that the ballot must be returned to bcvotes@hotmail.com between February 9 and no later than midnight PST on February 15. As a reminder, only paid up BC Members are eligible to take part in voting. Proxy voting is described in the Charter, 5.4 and 3.6.

- The Voting Officer will transmit a voting reminder email on Thursday, February 14.

- Any BC member who cannot utilize the transmitted ballot can send an email to with votes for each officer position to bcvotes@hotmail.com, and should retain a copy of said email.

- All Ballots (or email substitutes) are private and confidential.

- All returned ballots will be acknowledged by email. In that way a member will know that his/her vote has been recorded.

- Depending on their category of membership, each BC member will have 3, 2 or 1 votes. All votes will be recorded as 1 vote, and the Voting officer will then allocate the weighted voting algorithm, based on BC dues/category.

Tallying the Votes/Verification of Outcome:
The Voting Officer will tally the votes received during the election period. The Voting Officer will apply the BC voting algorithm based on BC membership categories. The Verifying Officer will verify the outcome of the election. The Voting Officer will retain the records of the vote in a private and confidential manner.

Notification of Results:
All candidates will be individually advised of the outcome by the Voting Officer by email. A notice that such notifications have been sent will be provided to the current officers as a part of the elections report at the conclusion of the vote counting, and on or before February 17th.

The BC Voting Officer will report the results to the current BC Officers on or before February 17th.

The BC Chair will announce the results to the BC membership via bc mailing list upon receipt of the Voting Officer's report. The outcome of the vote by name will be posted **publicly to the bc-GNSO list,** but voting details will be posted on **bc-private list** with the number of weighted votes received by each candidate, as reported by the BC Voting Officer and verified by the Verifying Officer.

Seating of Officers:

Each elected officer will assume their duties effective February 27th, to enable effective hand of for any changes in officers. Outgoing officers will provide any requested support in the exchange of duties, to facilitate a smooth transition, supported by the BC Secretariat.

Election Process Issues regarding tied votes:

If there is a tie in the number of votes received for any officer position a run-off election will be held between the tied candidates [per BC Charter]. In such event, the elected officers not involved in a tied outcome will consult with ICANN GNSO staff and BC Secretariat to develop a schedule for a vote to resolve the tie.

The incumbent officer in that position will remain in place until the 'run off' election to resolve a particular tie in voting. All other officers will take their seats.