

## 2020 NJSFA Caucus/Convention Election Procedures

Elections for Executive officers will be held in conjunction with the individual County Caucuses. Results for the Executive Officers will not be tabulated until after the last Caucus is held. Results for County Executive Committeeperson (EC) and NJFH County Manager (CM), where needed, will be completed that night. Voting machines & the normal Convention Ballots will be used for the Executive Officers. Hand ballots and the metal voting box will be used for the (EC) and (CM). There will be no Convention/meeting or voting in September. All changes to Delegates & Life Members must be received in the NJSFA State Office by July 20<sup>th</sup>. There will be no politicking on the grounds or in the building of the Caucus location. Candidates can reach out to the local Associations prior to that night.

At the individual Caucuses, there will be no meeting, speeches, food or refreshments. **Everyone voting or attending is required to bring their own mask and wear it while in the building.** It is suggested that they bring their own pen or pencil. Voting will be from 6 pm to 8 pm on the Caucus night. The facility used should be on the ground floor and have two entrances – one for entrance & one for exit for ease of movement and safety. Persons arriving to vote will come in and register, be handed the two ballots, vote, be handed a packet of information, **and then leave. There will be no congregating or hanging out.** Someone will be assigned to monitor the voting machine at each of the caucuses. There will be people assigned to keep those attending from congregating and keep the flow orderly and after voting, leave the parking lot. Delegates will receive a stipend for attending the Caucus of \$100.00 and Life Members will receive a stipend of \$50.00. No one receives the normal convention expense amount. Payment can be made after receipt of the State Attendance sheet and the normal Pink & Blue forms must be signed & submitted to the NJSFA State Office. The white affidavit is not needed this year. Alternates **MUST** have a letter signed by the Local Relief Association Secretary or other Officer to be allowed to substitute for a Delegate that night. Signed in Alternates will get attendance credit and payment in place of the Delegate.

If there is a line at 8 pm, the polls will stay open until the last person votes. After the polls close, the results for the (EC) & (CM) will be tabulated & announced. Candidates or their challenger (not both) will be permitted to watch the tabulation. No tabulation/review of the Executive Officer voting will be done until the day after the last caucus.

All reports will be prepared in advance in writing and packets will be made to hand out to the voters. Reports should be prepared by the (EC), (CM), Legislative Committee, State Office, and anyone else the (EC) feels should have a report. Clean copies of reports should be emailed to the State Office to the attention of Tom Pelaia ([ThomasP@NJSFA.com](mailto:ThomasP@NJSFA.com)) at least two weeks prior to the caucus.

### Executive Committee & NJFH County Manager

1. Anyone wishing to run for Executive Committeeperson for a County must submit a hard copy original NJSFA supplied form by 7/20/2020 to the NJSFA State Secretary cosigned by two Delegates or Life Members from that County. The **candidate's** signature must be notarized. The person running must be a member of a Relief Association in that County and must reside in that county. The names of those individuals that submit a letter in time will appear on a ballot along with a line for write-in.
2. Anyone wishing to run for NJFH Manager for a County that is up for election must submit a hard copy original NJSFA supplied form by 7/20/2020 to the NJSFA State Secretary cosigned by two Delegates or Life Members from that County. The **candidate's** signature must be notarized. The person running must be a member of a Relief Association in that County and must reside in that county. The names of those individuals that submit a letter in time will appear on a ballot along with a line for write-in.

### Executive Officers

1. Ballots will be prepared in the usual fashion. There will be an additional line/resolution approving the Red Book as mailed out and on the NJSFA web site. A second line/resolution will be asking to allow the NJSFA State Secretary to cast one ballot affirming all of the election results for (EC) & (CM) from the individual caucuses.
2. Delegates (or the Alternate) gets credit for two sessions.

5/21 – 2:00 pm