

ASSOCIATION OF NEW JERSEY CHIROPRACTORS

ELECTION POLICY

I. REGIONS AND REGIONAL BOARDS

A. The State of New Jersey shall be divided into five regions. Each Region shall establish a Regional Board consisting of a Chairperson/President and Board members. The duties of the Regional Board shall include coordinating meetings and/or events for the dissemination of ANJC information to members in its region, nominating members for election to the ANJC Board of Directors, and preparing members for committee positions and future nominations.

B. Four geographic Regions shall be created based on a set number of NJ Legislative Districts set forth in Section I (D) below.

1.) Each Regional Board may be autonomous or part of a larger organization; its membership for purposes of running for, or voting for, Regional Board positions shall consist of members from its specific legislative Districts as listed in Section 1 D1.

a.) Changes in legal boundaries of the legislative districts made by the NJ legislature shall likewise change the ANJC Regional Districts.

C. One Region shall be created based on statewide Council of New Jersey Chiropractors (CNJC), an autonomous region, with membership from all legislative Districts.

D. The Five ANJC Regions will be composed of Legislative Districts as follows:

1.) Region Name/Legislative Districts Included

Northeast/28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39,40

Northwest/ 15, 16, 20, 21, 22, 23, 24, 25, 26, 27

Central / 10, 11, 12, 13, 14, 17, 18, 19, 30

Southern / 1, 2, 3, 4, 5, 6, 7, 8, 9

CNJC / Statewide (All Legislative Districts)

II. ELECTIONS

A. Elections (by the members) shall be held for all Executive (ANJC President and First Vice President), State Board and Regional Board positions, and (elections by the regional boards by majority vote for) Regional Chairperson/ President positions. The ANJC shall hold annual general elections for the positions of President, Vice President, and 1/3 of the ANJC Board of Directors and each Regional Board of Directors.

1. Members running for all ANJC State Board positions must have a minimum of three years chiropractic practice experience in New Jersey.

B. Representation of the Districts/ Regions will be achieved by representation on either the Regional or State Board. Since each Region is part of the organization, members living/working in certain districts will be directly represented by an elected member of the organization.

C. Members running for Regional Board or ANJC State Board positions will be selected by a Search Committee appointed by the Regional Chairperson/President. The search

committee will be comprised of five members in good standing of that region. Nothing shall prohibit a member of the search committee to run for an elected office but only one search committee member of the five can be a candidate for office. Should a member of the search committee be nominated to run for an elected office he/she must recuse himself/herself from the voting for the position that he/she was nominated. The nominees from the Search Committee will be approved by a majority vote from the Regional Board. The search committee for ANJC State Board positions of President and First Vice President shall be made up of one voting member selected by the Regional Board Chair of each of the five ANJC Regions. Regional Board or ANJC State Board positions may also be placed on the ballot by petition by members of that Regional area. All search committee nominations, or nominations by petition, for any position on the Regional Board of Directors or ANJC State Board of Directors must be for members with a primary office address or home address registered in the specific Region they seek election.

D. Three (3) ANJC State Board seats plus one designated alternate on record will be allotted per Region. Alternates will follow the same rules concerning absenteeism as all ANJC board of directors follow. All elected ANJC State Board members have the responsibility to represent or act as liaison to the districts their seats represent. Each year the expiring board seat as well as the alternate board seat will be elected.

E. The search committee shall submit to the ANJC Board the names of one or more candidates for the office of President and First Vice President no later than the July Board meeting. The Board may accept or reject the search committee recommendations and/or the nominee may decline the nomination. The ANJC Board shall select by 2/3 majority vote its candidates for President and First Vice President no later than one week following the July Board meeting.

F. The Central, Southern, Northwest Region, and Northeast Regions shall be divided into ANJC Election Districts delineated below.

ANJC REGIONS	NJ LEGISLATIVE DISTRICTS
Southern	1,2,3,4,5,6,7,8,9
Central	10,11,12,13,14,17,18,19,30
Northeast	28,29,31,32,33,34,35,36,37,38,39,40
Northwest	15,16,20,21,22,23,24,25,26,27,

The ANJC State Board Members shall be composed of one member from the South, one member from the Central and one member from the Northern districts of the state. The Southern and Central Districts are aligned with the legislative districts of the Southern and Central ANJC Regions Legislative Districts respectively. The Northern District is aligned with the legislative districts of the Northeast and Northwest ANJC Legislative Districts.

Association members eligible to run for positions on the ANJC Board of Directors including ANJC President and First Vice President and ANJC Regional Board of Directors including Regional President/Chairperson shall be ANJC members in good standing as of June 30th in the year of the election, who have been in practice for at least three years, who have registered in the specific Region they are running in, and shall be selected by a majority vote of members in good standing who are registered in the Region(s) in which they are running for election, in accordance with the procedures specified in Section G (Election Procedures).

It is strongly recommended that candidates for the ANJC Board of Director positions run in the election district they are registered in.

G. Election Procedures

1. Only those members with paid dues 30 days prior to the last Friday in July shall be considered members in good standing for election purposes.
2. On the first Monday of June, all members will be notified that nominations shall be accepted for all ANJC Regional and State Board positions from their district.
3. Nomination by petition(s) for all ANJC Regional and State Board of Director positions can be achieved by a petition(s) of original signatures by 15 members in good standing from their specific region. Nomination by petition(s) for ANJC President and First Vice President can be achieved by a petition(s) of original signatures by any 50 ANJC members in good standing. Petitions with the appropriate number of original signatures must be sent to ANJC Headquarters via return receipt mail and postmarked no later than the first Friday in August. A membership list appropriate for the position the petitioner is running for will be made available from ANJC headquarters by request. The membership list is used exclusively for acquiring signatures for the candidate's petition. No email addresses are to be provided. Nominations from Regional Boards and ANJC State Board must also be submitted to and received by the ANJC Executive Director one week following the July Board meeting.
4. If no petitions and/or search committee nominations are received for any positions available by one week following the July Board meeting, the Regional Board shall appoint a member in good standing to fill any Regional or State Board vacancies by Regional President/Chairperson appointment with Regional Board approval by majority vote. The Region that has any vacancies as of that date must supply the names of their appointments for elections to those vacancies to the Executive Director of ANJC by the third Tuesday of August.
5. Ballots for ANJC elections shall be prepared and mailed to all ANJC members in good standing on the third Friday of September. The ballot letter shall enclose one official ballot with all candidates for each available position listed alphabetically; one #9 mailing envelope pre-labeled with the designated PO Box mailing address as well as the members name and return address; one small unmarked ballot envelope; and voting instructions.
6. ANJC Headquarters shall print two mailing labels for all paid members. One label shall be used to send all paid members the official ballot letter; the other shall be used as a return address label for the #9 envelope. Members will be instructed to mark their ballot, place it into the small unmarked ballot envelope, and mail it in the pre-labeled # 9 mailing envelope.
7. All ballots for all ANJC Regional and State Board of Director positions must be returned postmarked on or before the first Wednesday of October to be considered valid.
8. All ballots shall be mailed to a designated P.O. Box. Only the Executive Director of ANJC shall have access to the PO Box and it shall remain locked and never opened during the entire election period. All ballot mailing envelopes shall remain sealed and secured inside the Post Office, and such envelopes shall not be retrieved, reviewed or

otherwise looked upon by the Executive Director, nor anyone else, unless witnessed by all available regional representatives (tellers).

At 10 AM on the first Thursday of October, or the second Thursday of October if the first Thursday of the month is October 1st, or other time agreed to by the Board, the Executive Director shall meet with all available Regional tellers from ANJC regions requesting tellers at the designated Post Office for the purpose of opening the PO Box containing the ANJC election ballots. All regions should send a teller to witness the process. At the designated time all available Regional tellers will observe the opening of the PO Box, and the ballots being retrieved by the Executive Director. The Executive Director will then proceed to Headquarters where he will begin the ballot counting process with the assistance of headquarters staff, and in the presence of all available Regional tellers.

The counting process will begin by checking the return address name on each mailing envelope against an official membership roster, and each name will be marked off the roster accordingly. Any mailing envelope bearing a return address name from an individual not listed on the membership roster will be discarded. Any mailing envelope bearing the return address name of a member that was previously marked off the membership roster will likewise be discarded. After verification of the return address name on the mailing envelope, each mailing envelope will then be opened and the small unmarked ballot envelope will be placed aside unopened.

To ensure a private and secure election process, the opening of the unmarked ballot envelopes will occur only after all mailing envelopes have been verified and opened, and all unmarked ballot envelopes have been separated from all mailing envelopes so that it is impossible to ascertain the sender of the ballot.

9. After the counting of the votes is completed and tabulated, the ANJC Executive Director shall certify the vote by his signature along with the signatures of all available regional tellers present. The Executive Director shall then immediately send an Email to all members of the search committee, and copy all tellers, advising of the candidates with the most votes for all available Regional and State Board positions. All candidates shall be promptly notified of the election results as will the ANJC Board. The final official election results, when ready, will be posted on the ANJC website.

10. In the event that candidates receive equal number of votes, a run-off election shall be scheduled and shall take place no later than 45 days after the election is certified. All contested ballots will be decided by the Executive Director of ANJC and certified no later than eight days following the day of the vote tally.

11. In the event of a vacancy between elections, the respective Regional President/Chairperson shall nominate a member in good standing of that region with the approval by a simple majority vote of the respective Regional Board to serve the unexpired term.

III. BOARD OF DIRECTORS

PERMANENT BOARD

1.) The ANJC shall consist of a permanent Board of Directors that shall consist of 15 elected members, three (3) from each of the five (5) Regions. Each member of the ANJC Board of Directors shall be elected as specified in Section II. to a term of three years

2) The President and First Vice President shall be elected for a term of one (1) year by the general membership, and shall not serve for more than three consecutive terms. The President and First Vice President shall be elected by the general membership as specified in Section II. The President, with the approval of a majority of the Board shall appoint the Secretary and Treasurer.

a.) The search committee appointed by the ANJC Board will select and present a slate of officers to the ANJC Board, at the July Board Meeting, to be voted for by the general membership.

3.) The President, First Vice President, Secretary and Treasurer shall not have a vote unless they are also members of the ANJC Board of Directors.

IV. REGIONAL BOARD OF DIRECTORS

1.) The Central, Southern, Northeast Northwest and Council of New Jersey Chiropractors Regional Board of Directors shall be made up of at least five members. Each Regional Board listed above will have at most one voting Board member to represent each Legislative district in its Region. The voting members will be the nominees receiving the most votes in each region up to the number of legislative districts in that region, i.e., South will have up to nine voting members, Northwest will have up to ten voting members on their regional board, Northeast will have up to twelve voting members, Central will have up to nine voting members on its regional board, Council will have voting board members on their board according to their own policy. Regions may have non-voting, emeritus, honorary or other type non-voting members on their board, if they desire, other than the number of board members that may vote. All non-voting regional board members such as listed above, except lifetime type non-voting regional board members, must be ratified on a yearly basis by the voting board members of that region.

2.) The search committee and search process for ANJC Regional and State Board nominations for each Regional Board shall be in accordance with the policies set forth by II G.4 above.

1. Section 3.2 – Campaigning & Campaign Literature.

It has been determined, based upon past experience in ANJC elections, that written campaigning in any form, either by individuals or by affiliates, councils, committees, or special interest or other groups, is not in the ANJC's best interest and shall not be permissible in ANJC elections. To this end, there shall be no campaigning materials, whether in paper, electronic, or other medium or format, permitted to be sent to ANJC Members before, during, or after the ANJC election period by any candidate for ANJC State Board, Regional Board, or Office position or on behalf of any candidate for such positions.

Election Campaigning shall be defined as any action undertaken to solicit votes for specific individuals in an election. Election campaigning for ANJC State Board, Regional Board, and Officer position(s) shall be specifically limited to the following. In the interest of allowing open dialogue and to answer questions about a candidate's platform and to present multiple opportunities for candidates to present their platforms and positions to each and every voting member of the ANJC, each candidate for ANJC State Board, Regional Board, or Officer position will be provided with the opportunity to present verbal presentations in support of their candidacy at ANJC Regional Meetings specifically held to "Meet the Candidates" which shall be scheduled in each of the ANJC Regions by ANJC Headquarters

during the election period. There shall be at least one (1) meeting per ANJC Region held prior to the end of the election period and voting as scheduled in this Election Policy and each candidate shall be provided up to fifteen (15) minutes per meeting to make a campaign presentation. In addition to the Regional "Meet the Candidate" Meetings, ANJC Headquarters shall also schedule at least one (1) statewide conference call of ANJC Members to "Meet the Candidates" in which each candidate for ANJC State Board, Regional Board, or Officer position shall be entitled to make a campaign presentation of up to fifteen (15) minutes in length.

The content of verbal campaign presentations at Regional Meetings and Statewide conference call(s) should as far as possible be limited to factual statements and opinions of the candidate without personal attacks on other candidates. The verbal presentations may include a discussion of the candidate's qualifications as well as those of an opponent. Any such discussion must be truthful and dignified. Verbal presentations shall not include statements that appeal to passion, fear or prejudice, or any other topic inappropriate for campaign presentations. Campaign presentations may include references to endorsements the candidate has received. However, care should be taken to avoid soliciting improper endorsements and the candidate shall not personally solicit endorsements. The candidate shall not use appeals for or against any particular race, ethnic group, gender, religion, or similar group. None of a candidate's campaign presentations shall knowingly make false statements concerning either the candidate or an opponent. The presentations shall comport with the dignity and integrity of ANJC office, and should not be done in a sensational or dramatic manner.

No other Election Campaigning, other than that specified above, shall be permitted other than direct, one on one verbal contact in person or via telephone between a candidate and an ANJC voting member.

Upon being certified as a qualifying candidate by ANJC Headquarters for any ANJC State Board, Regional Board or Officer position, whether by Search Committee or Petition as provided for in the ANJC Bylaws, ANJC Headquarters shall send a letter to all candidates notifying them of this ANJC Campaign Policy. A copy of this policy will be included as well as an Election Campaign Pledge Card to be signed by the candidate agreeing to adhere to this Campaign Policy. Said original Pledge Card shall be returned to ANJC Headquarters, signed and dated by the Candidate, within ten (10) calendar days of the date of mailing to the candidate. Receipt of the executed pledge card by ANJC Headquarters shall be a condition precedent to the candidate being qualified to run for any ANJC elected position. Each candidate shall be personally responsible to notify others working on their behalf or for their candidacy of this Campaign Policy and shall be responsible for all campaign activities performed by third parties on their behalf that they have knowledge of or should have knowledge of.

This Campaign Policy shall also be posted on the ANJC website under the ANJC Members Section and an email with a hyper-link to this policy shall be sent to all ANJC members of record by ANJC Headquarters within ten (10) days of the adoption of this Election Policy, notifying members of this Campaign Policy and its provisions.

Violation of this Campaign Policy are grounds for disqualification of the candidate in the ANJC election, as well as suspension and/or expulsion of the member or members responsible for the violation in accordance with ANJC Bylaws and Policy.