



# *Santa Monica* **LITTLE LEAGUE**



## Board of Directors Elections

June 6, 2017

This Elections Memo consists of the following:

1. Pg. 1-2: Instructions related to voting
2. Pg. 3: List of screened and declared candidates for the 2017-2018 SMLL Board of Directors
3. Pg. 4: Ballot where you may write in the names of candidates you would like to see elected to the Board
4. Pg. 5-7: The 14-step election process established by Little League International and adopted by SMLL, for your information

### **INSTRUCTIONS**

#### **Who can Vote**

In order to cast a valid vote, you must be a Member of SMLL in Good Standing, as per the SMLL Constitution. Current Members automatically include all current Managers, Assistant Coaches, Volunteer Umpires, Division Commissioners, Board Members and other volunteers who were approved as Members at the June 7, 2016 Annual Members Meeting.

Anyone else who has volunteered actively for the league since Jun 8, 2016 is eligible to become a Member. Volunteer roles such as Snack Shop volunteers, Scoreboard operators and officially designated Team Parents all qualify. Individuals in these and certain other volunteer roles have the opportunity to become Members by attending the Annual Members Meeting and Board Elections on Tuesday, June 6<sup>th</sup> at 7pm at Building B at the VCA, located at 12401 W. Olympic Blvd. in Santa Monica. Parking is available in the lot adjacent to the building.

If you are not currently a Member but you have volunteered in an active role to support the league since June 8, 2016, you still may complete the ballot below; you then will need to attend the meeting on Tuesday in order to have the opportunity to become a Member and submit your ballot.

If you have not volunteered in an active role to help the league since June 8, 2016, you are not eligible to become a Member, which means you are not eligible to vote.

#### **How to Vote**

Please use the ballot on page 4 below to write in the names of anyone you would like to elect to be on the 2017-2018 SMLL Board of Directors. You may write in the names of the candidates listed within this document or anyone else you would like to elect, and you may write in as many names as you wish (including on the back of the ballot as needed). Please know, however, that only Members of SMLL who are in Good Standing may serve on the Board, as per the SMLL Constitution. The candidates listed within this document all are Members in Good Standing and have expressed definitive interest in serving on the Board and have agreed to serve if elected.

For existing Members, in order to submit your vote by absentee ballot, please bring a completed copy of page 4 of this document to the VCA between 6-7pm on Tue June 6<sup>th</sup>. If you are not able to submit it before 7, you will be welcome to attend the Annual Members Meeting and submit your ballot as directed during the meeting.

Please make sure you have signed your ballot and written in your ballot number, which will be provided to you by the SMLL Secretary, Matt Edelman. Only signed ballots with the correct ballot numbers will be counted. You can reach Matt at [secretary@sml.com](mailto:secretary@sml.com) in advance of the Annual Members Meeting or he will provide it in person on June 6<sup>th</sup>. Also please make sure you sign the Member Roll when submitting your ballot. Your vote will not count if you do not sign the Member Roll.

### **Number of Board Members**

On June 6<sup>th</sup> at the Annual Members Meeting, Members in attendance will vote to approve the number of Board positions to be filled. The minimum number of required Board Members is seven. There currently are fifteen Board Members. There will be a discussion in the meeting on June 6<sup>th</sup> about possibly increasing or decreasing that number or altering certain positions on the Board.

### **Election Results**

After all votes are counted following the election portion of the Annual Members Meeting, the number of candidates who receive more than 50% of the total number of votes, up to the total number of positions that the Members approve to be on the Board, will comprise the newly elected Board of Directors. The newly elected Board will work with the current Board during a 3-month transition period and then officially be seated as of October 1, 2017.

**See below for candidate list and ballot.**



*Santa Monica*  
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**Board of Directors Candidates**  
**June 7, 2016 Election**

Individuals who have agreed to serve on the Board if elected, in alphabetical order by last name:

- Michael Balsley
- Tom Bevan
- Beth Devakul Clark
- Grant DeVaul
- Matt Edelman
- Kirk Goldstein
- Mark Kapeczynski
- John Matise
- Peter McCormick
- Eric Mirich
- Ric Munoz
- Jose Nuno
- Bernard Rahill
- David Schmillen
- Jasan Sherman
- Matt Steinhaus



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**Ballot for 2017-2018 Board of Directors**  
**June 6, 2017 Election**

Please write down the names the individuals you would like to see elected to the 2017-2018 SMLL Board of Directors, in order of preference. Please write each individual's name only once and please write as clearly as possible. If we cannot read a name, we cannot count it. You may write as many or few names as you like, including on the reverse side of this sheet if needed. ***Please be sure to sign your ballot.***

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

Your name:

Your signature:

\_\_\_\_\_

\_\_\_\_\_

Ballot #: \_\_\_\_\_



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## Election Process

### June 6, 2017 Election

Below please find the election process for SMLL's Board of Directors election, the meeting for which is taking place on Tuesday, June 6th at 7pm. The 14-step process is the standard established by Little League International (LLI). All Members must adhere to the process in order for their votes to count.

As a point of information, you will see that the process does not include candidate introductions or Q&A with the candidates. That is not planned to be part of the Annual Members Meeting.

Elections will be administered by a past Presidents of SMLL who is not running for a current Board position.

The outline below notes each of the 14 steps of LLI's required process and the way SMLL has implemented or will be implementing them.

**LLI Step 1** – Establish a Nominating Committee that should consist of three Board Members and any number of Regular Members. The Committee's purpose is to ensure that there will be enough persons interested in being on the Board to fill all of the possible positions. It should also attempt to ensure that there are enough persons interested in individual positions as officers of the Board.

*SMLL Implementation:* The 2016-17 Board established the Nominating Committee in May 2017. Board Members on the Committee are Matt Edelman, who as Board Secretary chairs the Committee, Michael Balsley and John Matise. The Regular Member on the Committee is Noah Graff. Based on the number of candidates who have confirmed their interest in serving on the 2017-2018 Board, the Committee's work has been completed.

**LLI Step 2** – Proper written notice stating date, place and time of the election shall be given to the Members at least ten days in advance of the election.

*SMLL Implementation:* An email blast was sent out to the Members more than ten days in advance of the election. This notice requirement has been met.

**LLI Step 3** – All Members must have paid their dues and have their membership ID card and be active and in good standing in order to vote or be eligible to be elected to the Board.

*SMLL Implementation:* SMLL does not require Members to pay dues or carry membership ID cards. The list of Members in good standing – our Member Roll – is kept by the SMLL Secretary and will be available at the Annual Members Meeting. For the election, each Member will have a unique ballot # that will be listed on the Member Roll and must be added to their ballot either by a Nomination Committee representative or by the Member directly if the Member has requested and received their ballot number by email.

**LLI Step 4** – Absentee ballots may be obtained from the Secretary. The ballot should have the number of blank lines equal to the maximum number of directors who can be elected to the Board. Voters must list the names of candidates or any other Members in good standing whom the voters would like to see serve on the Board, in order of preference. Ballots should be returned to the Secretary IN PERSON and sealed in an envelope to be delivered to the Election Chairman at the Annual Members Meeting.

*SMLL Implementation:* Members interested in obtaining an absentee ballot from the Secretary may do so via an email to [secretary@sml.com](mailto:secretary@sml.com) or by downloading the ballot on SMLL.com. Ballots

may be submitted on Jun 6<sup>th</sup> at the VCA between 6-7pm. All completed and valid ballots will be delivered by the Secretary to the Election Chairman at Annual Members Meeting, as required by this Step 4.

When Members submit their absentee ballot to the Secretary, they must sign the Member Roll to confirm that they have voted or their vote will not count.

The ballot allows Members to vote for as many candidates as they would like, as the final number of Directors will not be determined until the Annual Members Meeting, as per LLI step 6.

**LLI Step 5** – When the election portion of the meeting takes place, the first order of business should be to determine if a quorum is present.

*SMLL Implementation:* The updated and LLI-approved SMLL Constitution establishes a quorum as the lesser of 30 people or 20% of the total membership. Based on the SMLL Constitution and guidelines from Little League International, the quorum for this election will be defined by the total number of Members who cast votes, whether by absentee ballots or in-person attendance at the Annual Members Meeting on June 6<sup>th</sup>.

Because the Election Chairman will not be counting the absentee ballots until after all of the in-person ballots also have been cast, the Election Chairman may not be able to confirm whether SMLL has achieved a quorum until after all votes have been cast according to the remaining steps below, and then counted.

**LLI Step 6** – Once a quorum is established, it is proper to determine how many Members should be elected to the Board.

*SMLL Implementation:* Members who are in attendance at the Annual Meeting will vote for how many Members are to be elected to the Board.

**LLI Step 7** – After the number of Directors to be elected is determined, the Nominating Committee will report and present the required number of candidates who have been screened and have agreed to serve if elected.

*SMLL Implementation:* The Nominating Committee will present the list of names of candidates who have been screened and have agreed to serve if elected. The same list is presented on the absentee ballot.

**LLI Step 8** – After the Nominating Committee's report is accepted, nominations will be opened to the floor and any Regular Member may nominate any other Regular Member as a candidate.

*SMLL Implementation:* The Election Chairman will administer this process during the elections on June 6<sup>th</sup>. Any nominations from the floor will be added to the list of candidates presented by the Nominating Committee.

**LLI Step 9** – After the membership present has completed their effort to nominate additional members, the nomination procedure will be closed by affirmation of the membership.

*SMLL Implementation:* The Election Chairman will administer this process during the elections on June 6<sup>th</sup>.

**LLI Step 10** – Every Regular Member will receive one ballot and will list the names of candidates they would like to see elected to the Board, choosing from among the candidates included in the Election Committee's Report and those who are nominated from the floor.

*SMLL Implementation:* Members in Good Standing will have received ballots upon checking in and will be able to complete the ballots at this point in the meeting if they have not already done so.

**LLI Step 11** – The Election Chairman and clerks and tellers will gather and count the ballots. The total number of ballots will be no more than the number of members present, except for absentee ballots previously returned to the Secretary and provided to the Election Chairman, still in their sealed envelopes.

*SMLL Implementation:* The Election Chairman and other volunteers who are not on the current Board and not candidates for the new Board will gather and count all ballots.

**LLI Step 12** – The number of persons matching the number of Directors approved to be elected as per Step 6 who have the highest number of votes by majority vote (more than 50%) shall become the new Board of Directors. The only exception is that the number of Managers and Coaches elected to the Board must be a minority.

*SMLL Implementation:* The only candidates who will be confirmed as elected to the Board will be those who have received a majority of all votes cast (more than 50%). Because SMLL is just now finishing its Spring season and there are no confirmed Managers for next season at this time, the question of how many Managers and Coaches are elected will not apply. It will be the new Board's obligation to ensure that only a minority of Board Members become Managers and Coaches in the 2017-2018 season.

**Step 13** – Following the election, the Board will meet as a body and elect the officers of the Board from within the membership of the Board.

*SMLL Implementation:* In addition to electing officers of the Board, should the number of candidates elected to the Board by majority of all votes cast be fewer than the number of Directors approved to be elected as per Step 6, the newly elected members of the Board will be responsible for appointing other Members to the remaining positions.

**Step 14** - The Secretary of the Board, as the first official responsibility, shall notify Little League International, the Regional Director and the District Administrator of the election and the identity of the officers so proper communications may commence with the new Board of Directors.

*SMLL Implementation:* This will be the responsibility of the newly elected Secretary of the Board when the new Board is seated as of October 1, 2017.