

APS Election Policy & Procedure
(2008 Revision)

1. The APS Board of Directors has adopted this Policy to ensure equitable treatment of all candidates for APS elective office and of the APRL trustee candidates APS members choose, while at the same time maintaining an orderly flow of services and information to APS members.

Nominating Procedure

2. Each candidate is required to have at least one nomination. The first form timely filed in support of a candidate which states that it is a nomination is considered as the nomination for that candidate. All forms filed in support of the same candidate filed after the nominating form, regardless of whether they state on their face that they are a nomination or a second, will be construed as seconds.
3. Each APS candidate is required to have 10 seconds in accordance with its By-Laws and each APRL candidate is required to have 1 second in accordance with its By-Laws. Forms which arrive timely and which state that they are seconding a candidate who has not yet been nominated will be accepted, but will not be considered filed until a form nominating that candidate has been received.
4. Nominations and seconds may be dated at any time they are executed, but can only be filed with the National Headquarters beginning December 1 of the year preceding the election. Nominations or seconds received in the National Headquarters during the month of November will be retained until December 1, at which time they will be considered for filing. Those received prior to November 1 will be returned to the candidate nominated.

Election Policy

5. Ballots are distributed in the May issue of the *American Philatelist*. Members may cast their ballots until 63 days prior to the opening of the annual meeting. Ballots are sent from members to National Headquarters staff. Staff verify the member number and name provided on the outside of the envelope, but do not open the envelopes. Any envelopes lacking a member's name and APS number, that appear to be from individuals not entitled to vote, or that appear to represent duplicate ballots are noted. All unopened ballot envelopes are turned over to a neutral party to be counted. Unopened ballot envelopes with problems identified by staff are evaluated by the neutral party to determine if they should be counted.
6. In mid-January, the National Headquarters staff will coordinate a joint mailing to APS Chapters (stamp clubs) for those candidates who wish to seek seconds of their nominations in this convenient fashion. Nominated candidates participating in this mailing must complete the APS Board Nominating Application and provide a single 8½ x 11 inch page (one side only) campaign statement, and photo (optional) by December 31. The photo must be affixed to the campaign statement which must be suitable for photocopying. The campaign statements will be distributed with the front page of the Board Nominating Application photocopied on the back. The cost of materials, reproduction, and postage will be divided among the participating candidates. Individual costs are determined by the total number of candidates.
7. Members wishing to make campaign mailings to members may rent APS mailing lists at standard commercial rates for use in accordance with current Society policy. Members wishing to rent the APS mailing list must provide a written statement that the mailing will be used only for campaign purposes and that the mailing complies with this Policy, the applicable By-laws, and the applicable Code of Ethics. Contact information for APS chapters is available on the website and on request will be provided to candidates free of

charge as a comma delimited text file or for \$25 as a set of labels. In keeping with the APS privacy policy, members' e-mail addresses will not be available for election purposes.

8. Candidates wishing to place advertisements for their campaigns are encouraged to do so in the *American Philatelist*, which reaches every potential voter. For its December through July issues, the *American Philatelist* will accept candidate advertisements at a special "political rate" – the equivalent of the 12-time contract rate, the lowest rate available. This rate will apply even if only one advertisement is placed. There is no discount on premium payments for color, placement, etc. Content and timing of campaign advertisements are subject to review by the editor, in consultation with the executive director, for consistency with this Policy, the applicable By-laws, or the applicable Code of Ethics and to protect the Society. The executive director may circulate advertisements among other candidates to ensure that other candidates or other parties have an opportunity to respond in their own advertisements, should they choose to do so.
9. Freedom of expression should be maintained in our elections, notwithstanding the fact that a private organization may limit that right to some extent within the boundaries of its own operations. During elections the editor's and executive director's primary roles are as a neutral facilitator of the process. However, they have the authority (but not the obligation) to refuse to publish an advertisement in the *American Philatelist* if the advertisement does not comply with this Policy, the applicable By-laws, or the applicable Code of Ethics or otherwise to protect the Society. The executive director shall advise the candidate before taking such action.
10. Standing for APS office does not disqualify or in any way limit a member from carrying out existing commitments as a committee chairman, judge, columnist, author, expert, etc.
11. The May issue of the *American Philatelist* features statements by each candidate, along with a recent photo. Candidates for president may write up to 750 words (one full page in the magazine). Candidates for other offices may write up to 375 words (one-half page in the magazine). All statements and photos must be received by the editorial staff by March 1. Until published, candidate statements will be treated as confidential within the National Headquarters, with access limited to those with a need to handle them. Election materials printed in the May election issue of the *American Philatelist* will be placed on the public portion of the APS web site.
12. All candidates will have equal access to Society services and facilities; incumbency provides no advantage. For example, any candidate may use APS photocopying, fax or telephone services under the same conditions as the membership generally and will be charged standard fees.
13. Weekly board mailings and occasional special mailings will continue to be used to send or make available (including electronically) items of general interest to the Board of Directors. Items of a purely campaign nature, such as candidate statements, will not be mailed at Society expense. The executive director or acting executive director, in consultation with the candidates concerned, will decide if a mailing is of a purely campaign nature in order to determine how the mailing is to be charged.
14. The *American Philatelist* will not print Letters to the Editor endorsing specific candidates or which in the editor's judgment are political in nature.
15. The APS booth at shows will not be used to display or distribute any candidate's statement or other material of a political nature.

16. Articles and columns in the *American Philatelist* (other than the candidates' statements) shall not be used to endorse or oppose particular candidates.

Ethical Standards

17. The Society's ethical standards as stated in the applicable By-laws, applicable Code of Ethics and this Policy apply during the election process. The Board of Vice Presidents shall deal with election-related complaints against a candidate or a member (including violations of the applicable By-laws, applicable Code of Ethics, and this Policy) pursuant to the APS' usual complaint resolution procedures. A separate three member Election Review Board will review candidate complaints about election-related decisions of the editor and the executive director. An Election Review Board will be appointed by the president with the concurrence of the APS Board on or before January 30 of the year in which the election is held. Members of the Election Review Board shall be limited to former officers and directors of the Society who are not currently in office, candidates for office, or closely associated with candidates for office.

Election Ethics Guidelines

The following guidelines are established:

18. Candidates are expected to maintain a high level of civility in all aspects of campaigning.
19. Positive issues-oriented campaigning is to be the norm. Negative campaigning reflects poorly on the Society and on the candidate who engages in it.
20. Candidates are expected to present as facts only material that they are able to verify as facts. The corollary is that opinions should be clearly labeled as such.
21. Candidates who write regularly in the philatelic press (including e-media columns) may use these as a forum for statements on issues where appropriate to the reason for the columns' existence, but should not use these specific forums for negative commentary on their opposition.
22. To the extent that candidates are able to control or influence the activities of supporters, they are expected to promote these guidelines.
23. The executive director is the point of contact with the Society for candidates.
24. Appeal from decisions of the executive director affecting conduct of the biennial election shall be made to the chairman of the Election Review Board for prompt resolution by the Election Review Board and whose decision shall be binding and unappealable.