

Guidelines for ASA Annual General Meeting

CHECK IN

Check in will begin at 7:30pm and run for 30 minutes. The meeting will start promptly at 8pm.

ASA Staff who are familiar with the ASA database and have worked check in processes in the past will be asked to assist at the AGM check in. ASA will have check in sheets from the ASA, MSYSA and US Club databases available along with laptops to look people up if needed.

People running check-in will be asking a three standard questions (Parent's Name, Child's Name and Date of Birth and current team) of all people to ensure they are truly who they say they are and are active members of ASA.

Everyone that wants to cast a vote must check in to receive a ballot. This includes - Board members, ASA Staff, Coaches, parents, etc. Only active members of the general ASA membership are permitted to vote for the Board members. Per the Bylaws active members of ASA are:

- (a) Is the parent or guardian of a child currently participating in any of ASA's programs – As of August 1st registered and participating in fall 2017 season leagues (Rec, County and Travel).
- (b) Lends assistance to and supports the programs of ASA – current, active volunteer (as of August 1, 2017) volunteer for ASA Committees, coaches but child does not play at club.

VOTING BALLOT

The ASA General Membership will be solicited for interested parties to run for a Board member position 30 days before the AGM. An active ASA member can be nominated by another member or can self-nominate. Anyone who wishes to be on the ballot must respond within the allotted response time and must submit a short bio and brief explanation of what talents they bring to the ASA Board and what role they propose to serve in if elected. Only current active members of the organization can be nominated and placed on the Ballot.

Two weeks before the AGM, the slate of nominated candidates will be printed on the voting ballots, and Bio documents will be compiled. Copies of the candidate bios will be provided at the AGM or on the ASA Website. Only persons from the general membership on the ballot are eligible to run for a Board position at the time of the AGM.

During the AGM meeting, all candidates on the ballot will be given up to 90 seconds to provide a statement on their background, what they currently do and what they plan to help ASA achieve in the coming year prior to the voting.

VOTING BALLOT DISTRIBUTION:

To cast a vote, appear in person and provide the necessary information at check-in. There is no absentee ballots or casting ballots via email.

Voting ballots are limited to:

- 1 ballot per child currently participating in ASA's programs with a maximum of 2 ballots per family (parents/mom and dad only). This means if you have 1 child that plays at ASA you get one ballot when you check in. If you have 2 kids that play at ASA and both parents show up in person and check in then each parent (mom and dad only) get a ballot. If you have 3 kids you still only get 2 ballots (one for each parent).
- 1 ballot for each current Board member
- 1 ballot for any current ASA coach (coaching during the Fall 2017 season) that does not have a player on an ASA team.

TALLYING VOTES

After votes are cast, a group of 2-4 people will collect the ballots and tally the votes. After votes are tallied, the group will announce the 15 Board members for the 2017-2018 term. The outcome will be recorded and the meeting will be adjourned.