



SFC AMM ACCESS & VOTING PROCEDURE

All members should be familiar with their SFC login credentials prior to the meeting. Only those members in good standing will be permitted to vote at the AMM.

To access the meeting via computer:

<https://bluejeans.com/647809909/1630>

To dial in:

1.866.599.3622 (toll free)

OR

1.416.900.2956

Meeting ID: 647 809 909

Voting Procedures

1. Unless otherwise provided by law or SFC bylaw, approval by an annual membership meeting (AMM) shall require the favorable vote of the majority of members in good standing present thereat. In the event of a tied vote, the Chairperson of the AMM shall have a second and/or deciding vote.
2. The method of voting (not including elections to the Board or national office) shall at all times be a show of hands unless a secret ballot is deemed necessary by those present at the AMM. If the AMM is held in whole or in part by teleconference or video conference, then notice shall be given by posting to the website at least forty-eight (48) hours prior to the commencement of the AMM of all particulars pertaining to the vote and voting procedure policy.
3. For the election of officers or board members a secret ballot either in person, by proxy or using a published electronic format voting and election procedure deemed appropriate by the Nominating Committee will be used:

Voting at the Annual Meeting of the Members (AMM)

1. Each member as described in:

Article VI of these bylaws who was a member in good standing, on the date six (6) months immediately preceding the AMM, and who continues to be a member in good standing throughout the meeting, shall have the right to vote

2. The election of board members at the AMM shall be by secret ballot for those attending the AMM. If a member attends the AMM by teleconference, they must cast their vote consistent with the method prescribed herein.

3. The Nominating Committee (NC) shall ensure that ballots and appropriate electronic procedures for teleconferences or video conferences are prepared and provided at the AMM. For electronic voting, the procedure must be published in accordance with Article VI section 2. No voting member may vote more than once. After a reasonable time has been allowed, the scrutineers shall collect the ballots/electronic votes from the voting members and shall count the ballots with all reasonable speed and dispatch them to the Chair of the Nominating Committee.

4. If there are two candidates in a particular election, the winner shall be the candidate who obtains the greater number of votes. Should there be more than two candidates submitting their names for office, the winner shall be the candidate who received a majority of the votes cast. Should no candidate receive the majority of the votes cast, the candidate receiving the lowest number of votes shall be withdrawn from the election, new ballots shall be submitted to the voting members and another vote shall be taken. This process shall continue until an individual receives a majority of votes cast. In the event of a tie vote between the final two candidates, the person presiding at the meeting shall be required to exercise a second or deciding vote.

Proxy Vote: Members may vote by proxy provided:

1. The proxy voting process defined in the SFC policy manual must be followed (see attached proxy form).
2. That written notice naming the member giving the proxy is received by the Nominating Committee prior to the commencement of the meeting;
3. That the proxy is exercised by a member in good standing.
4. A member in good standing may exercise a proxy on behalf of only one other member in good standing.

Voting from Individuals

- Voting for motions and board member positions will be done by request.
- The software will allow for “thumbs up” voting.

Please note that your personal vote for both motions and board member positions will be observed by the assigned scrutineers to confirm the counts.

During the voting period at the AMM, all active SFC members in good standing will receive a unique link to direct them to the voting website.

Any member with a Proxy will receive a second unique link to cast the proxy vote.

Voting will remain open for exactly 30 minutes.