

Elections Procedures of the Hundred Peaks Section

Section 1. Selecting the Nominating and Election Committee Members

1. Management Committee will fill positions for the Nominating Committee following its March meeting and Election Committee no later than two weeks following its September meeting.
 - a. Management Committee will select three members to serve on the Nominating Committee. No elected Management Committee member can serve on the Nominating Committee (reference bylaws Section 4.1.1).
 - b. Management Committee will select three members to serve on the Election Committee. No candidate running for office can serve on the Election Committee.
 - c. Members can serve on one or both committees (reference Bylaws Section 4. 1.2).
 - d. The due dates may be extended by Management Committee approval if unable to fill positions by the deadline.

Section 2. Election Notification Process

This process describes when key dates in the election process will be determined and how and when they will be communicated to the membership.

1. Management Committee will approve dates for the following Election milestones at the September business meeting (reference Bylaws Section 2.1):
 - a. Final date to receive candidate petitions from the membership.
 - b. Final date to receive ballot proposal petitions (including peak additions and deletions) from the membership.
 - c. Scheduled election start and end dates.
 - d. Due dates for any other milestones that Management Committee would like to add.
2. The membership will be notified of the election schedule and receive other election related information, processes and forms by email no later the September 30 (reference Bylaws Section 2.1).
3. The election schedule will be included in all Lookout editions up to the start date of the election and on the HPS website.
4. An official election notification will be sent to the membership at least two weeks prior to the start date of the election specified by item 1.c. The notification will include:
 - a. Candidate list with statements; the Election Committee will set word limits and deadlines for these statements.

- b. Ballot proposals (including peak additions and deletions) with statements describing the proposals with proponent and opponent statements.
 - i. The Election Committee will select authors for proposal statements based on the best available knowledge of key ballot measure proponents and opponents. It will not be necessary to query the entire membership. The Election Committee will set word limits and deadlines for these statements.

Section 3. Petition Process for Management Committee Candidates and Ballot Proposals.

The right for the membership to submit Management Committee candidate and ballot proposals by petition is described in Bylaws Section 2.3 and 2.4. This document describes how the petition process will work.

Electronic Signature Method

1. The originator of the petition will write an email stating the recommended candidate or ballot proposal.
2. Petitions will be emailed to potential endorsers who will reply to the originator with their acceptance. This email reply will serve as a digital signature.
3. Once ten digital signatures have been obtained, the emails will be forwarded to the Membership Chair for verification against the membership data file using name and email address.
4. The Membership Chair will notify the originator of any rejected signatures.
5. Once ten digital signatures have been verified, the Membership Chair will forward the candidate or ballot proposal to the Nominating Committee and Management Committee chairs. The Membership Chair will also notify the originator.

Physical Petition Method

1. The originator will either create a petition form with the candidate's name or ballot measure description, or use a form provided by Management Committee. Each page of the petition form must contain the same name or ballot measure description.
2. Signatures will be collected by providing Name, Date, Signature and email address.
3. Once at least ten signatures are collected, the forms will either be delivered or scanned and emailed to the Membership Chair for verification against the membership data file using name and email address.
4. The Membership Chair will notify the originator of any rejected signatures.

5. Once ten signatures have been verified, the Membership Chair will forward the candidate or ballot proposal to the Nominating Committee and Management Committee chairs. The Membership Chair will also notify the originator.

Approved by the Management Committee May 11, 2026