

AWC Business Meeting

Thursday, June 22, 2023 | 4 to 5:45 pm
Spokane Convention Center and online

Business Meeting rules, voting procedures, and technical requirements

Designation of voting delegates

Cities may designate up to three voting delegates. Voting delegate registration, substitution, and cancellation is available on the AWC website at wacities.org.

A list of cities with registered voting delegate(s) are on the [AWC website](http://wacities.org), along with the number of delegates. The registration deadline was 5 pm on June 15.

Voting delegate technical requirements

Voting delegates can participate in the AWC Business Meeting in person or online. Only voting delegates will have access to the voting platform when the election window is open.

Voting delegates, whether in person or online, will vote via the online platform through Association Voting for contested races. Voting delegates must have the ability to access Association Voting in a browser with either a mobile device or a computer. Instructions to connect to the onsite Wi-Fi will be provided.

Voting delegates will receive an email from "Association Voting" with the access link and their credentials to participate in the online voting. AWC staff will be on site and online to provide technical assistance.

If a voting delegate attends the Business Meeting in person and is not able to access Association Voting via a mobile device, AWC will provide a limited number of computers for voting. There will be staff onsite to support voting delegates at the convention center and staff online to support remote voting delegates.

AWC Business Meeting attendance

We welcome and encourage all AWC members to attend the Business Meeting, regardless of their attendance at the AWC Annual Conference, however only registered voting delegates may vote. Online attendees may join the Zoom meeting

through the Annual Conference app or from the AWC website. Business Meeting materials are available on the Annual Conference app or the AWC website. The Business Meeting is open to all AWC members, regardless of their attendance at, or registration for, the AWC Annual Conference.

In order to be recognized to make a motion, in-person voting members should proceed to the microphone and wait to be recognized. Online voting delegates will use the "raise hand" feature within the Zoom meeting and wait to be recognized.

Candidate nomination/election procedures

The Nominating Committee has forwarded a list of candidates for each open position on the Board of Directors. The President will call for nominations from the floor, once for each position, and then declare the nominations for those positions closed. If a nomination is received from the floor, AWC staff will add the nominee's name to the election for the appropriate position. Per the AWC Bylaws, nominations from the floor are not allowed for the positions of AWC President and Vice President, and the single-city district positions.

Nominees present at the meeting location for all positions will each be given up to two minutes to address delegates. The President will call for a yes/no vote for all uncontested positions via a voice vote and will declare those nominees elected. Voting delegates will vote for each contested position. The results of the election will be announced when voting closes.

If there is a contested position with more than two candidates, and no candidate receives more than a 50 percent majority vote on the first vote, a run-off election will be conducted between the two candidates receiving the greatest number of votes on the first vote.

Voting will be open for at least five minutes. With one minute remaining, the parliamentarian will note remaining time.

Amendment procedures

Amendment forms for the AWC Bylaws are available on the AWC website in advance of the Business Meeting. Any AWC member may propose an amendment by completing the form by Tuesday, June 20, at 4 pm. After that time, amendments may only be made from the floor of the Business Meeting by a voting delegate. During the meeting, the President will call on the proponent of the amendment to bring the amendment before the membership. Each amendment must have a second. Comments must be limited to two minutes.