



## LCI's INFORMATION PACKAGE No. 8:

### INSTRUCTIONS TO TELLERS AND THE SCRUTINEER OF THE LCI AGM

#### 1. VOTING SYSTEM

- a) Secret Ballot
- Election of Officers
  - Voting for the new Charity Account
  - Voting for the Conference venue

If there are more than two candidates to any of the above elections a single transferable voting system should be used (see later).

- b) By Show of Hand
- New Rules
  - Amendments to existing rules
  - Recommendations

**Abstentions** do not count - they are neither votes in favour nor against the motion. All the calculations are made on the votes cast and not persons present.

#### 75 % (3/4) majority of the votes cast is needed

- to accept a report
- to approve a recommendation
- to pass a new rule or alteration to an existing one
- to pass a resolution regarding finance
- to accept an alteration to the Standing Orders of the LCI AGM
- to adopt the minutes of the previous AGM

#### A straight majority (1/2 plus one vote) is needed

- to accept an amendment on a proposal
- to withdraw an item from the agenda
- to accept a Charity Project
- to elect an officer
- to accept an invitation to host the LCI Conference
- to elect an AGM Chairman



**2. HOW AND WHEN TO ANNOUNCE THE RESULTS OF THE VOTING FOR OFFICERS:**

When the votes of elections have been counted, give to the President (or the Chairman of the AGM) a piece of paper, where it is stated as follows:

The names of the winning candidates are:

1. LCI Vice-President (for the year. ...)
2. LCI Secretary (for the years .....
3. LCI Treasurer (for the years .....

**WRITTEN ON ONE SHEET OF PAPER!**

- In the items, that concern finance, those Countries, that have more than 300 members or have been Full members of LCI longer than for 10 consecutive years, have three votes while all the other Full members have two.
  - LCI Board informs the Tellers and the Scrutineers about those items and the voting's when these extra votes may be used.
  - The extra votes have been given beforehand to those Councillors who are entitled to them.
  - They are coloured differently, so their use can be thus controlled.
  - It is easiest to count first the normal votes, and then the extra votes, and calculate the sums after the voting. Note, that in these items, the total number of votes, which can be cast, is different, and therefore, the 75 % majority is also different as is the straight majority as well (if there are no abstentions).
  - It is up to the LCI Secretary (supported by the Minutes Secretary) to count the show of hands for all the other voting's and amendments to existing rules, then advise the LCI President/the Chairman.
  - It is helpful if the Tellers also count the votes and keep a note just in case a mistake is made.
  
- 4. Tellers receive, from the President, casting votes in sealed envelopes for:
  - LCI Vice-President
  - LCI Treasurer
  - LCI Secretary
  - LCI Charity Account
  - The Invitation to host the LCI Conference

These are only opened in the event of a tie. If these casting votes are not needed, they should be returned to the President at the end of the AGM.

5. All voting slips have to be destroyed after elections. The Tellers and the Scrutineer should bear in mind that they are trusted, by the Councillors and therefore, any results (i.e. numbers of votes that each candidate received) should not be revealed to anybody else other than the Chairman of the AGM, even if asked.



## SINGLE TRANSFERABLE VOTING SYSTEM

If there are **more than two** candidates to any office of LCI, proposals for a new LCI Charity Project or application to host LCI Conference, a **SINGLE TRANSFERABLE VOTING SYSTEM** is used.

Voters are asked to state their choice of candidates in order of preference on a voting slip (the LCI Secretary should have made voting slips for this occasion, where numbered lines have been made for this purpose).

Votes are counted according to the first choice. If there is no 50% majority for any one person (or proposal) at this stage, the person/proposal having received the fewest votes (=first choices) is eliminated and her votes are re-allocated according to the second choice stated on the papers. This procedure is followed until one candidate achieves the required 50% of votes, in which case she is duly elected.

### Advantages

- The result is obtained without the meeting knowing in what order the candidates were placed, other than the winner.
- The votes are only cast once, which saves time.
- A candidate is elected on a majority vote, albeit some of the votes are transferred votes.

### Disadvantages

- It is a complicated system to administer and particularly so when only a few votes are cast.
- If there are only three candidates it is not usually too complicated, as when one candidate has been eliminated her second choice votes are allocated between the remaining two so a majority is usually achieved.
- The problems can arise when there are more than three candidates. In the case of a tie, the Chairman has a casting vote.
- Those who vote do not always understand what they should do and Scrutineers sometimes have problems with the count as various complications can arise regarding who should be eliminated, when there are equal numbers at the bottom of the poll etc.
- This system can produce a successful candidate who is not necessarily the favourite on the first count, but who most people choose as their second choice because she is fairly acceptable to most of them - a "middle of the road" candidate in other words.

### Casting Vote

The President should state her choice in order of preference so that if there is a tie between the last two after votes have been transferred, the name highest on her list that is still standing will be given the casting vote. **THIS VOTE SHOULD BE WRITTEN ON A PIECE OF PAPER AND SEALED IN AN ENVELOPE, to be opened only in the event of a tie in the voting.**