## West Pines United F.C. Board Elections on August 15th, 2023

On August 15th, 2023 the following Board position for Secretary will be up for election:

The following procedures have been set in place in order to run for a BOD position.

1. Any interested candidates must send an email to <u>BOD@westpinesunited.org</u>.

2. This email must have the candidate's full name and position in the subject of the email. (Ex: John Smith, secretary)

3. The email must include: their full name, the position they are running for, the team their child(ren) play on (age group, coaches name). All potential candidates must be in good standing with the club prior to announcing their interest in running.

4. The potential candidate MUST complete a background check with the City of Pembroke Pines prior to running. A receipt of this background check must be emailed to the club secretary.

Backgrounds checks must be obtained through the City of Pembroke Pines Police Dept. Please contact the Police Dept and request an appointment for Livescan. (Please make sure you tell them you are with West Pines United FC. All candidates are responsible for the cost of the background check. All background checks must be cleared prior to elections)

5. The Board will acknowledge via email their interest in running. Once this acknowledgement is received then the candidate must have 10 members in "good standing" send an email recommendation. This email recommendation must include in the subject the candidate's legal name and position the candidate is running for. These 10 recommendations are due by August 1<sup>st</sup>, 2023. (Ex: John Smith, Recommendation for treasurer)

6. The nomination email must include the member who is nominating, full name, the team their child(ren) play on (age group, coaches name) along with who they are nominating. The member needs to copy their nomination email to the candidate.

7. The BOD will not be responsible for notifying any potential candidate if their 10 nominations have been received or not received. If members are not in good standing the Club will not be responsible for notifying potential candidates that their nominations are not valid.

8. Any missing information or failure to follow any of the procedures/guidelines sent forth will result in a disqualification to run for any position.

9. Timeline:

- Election announced July 24, 2023
- 10 Nominations emails must be received by August 1
- BOD will publish candidate by Aug 5
- Elections will be held in WPU clubhouse on Aug 15