



## 2025 Potential Candidate Election Information Packet

### **DISTRICT A Chapters:**

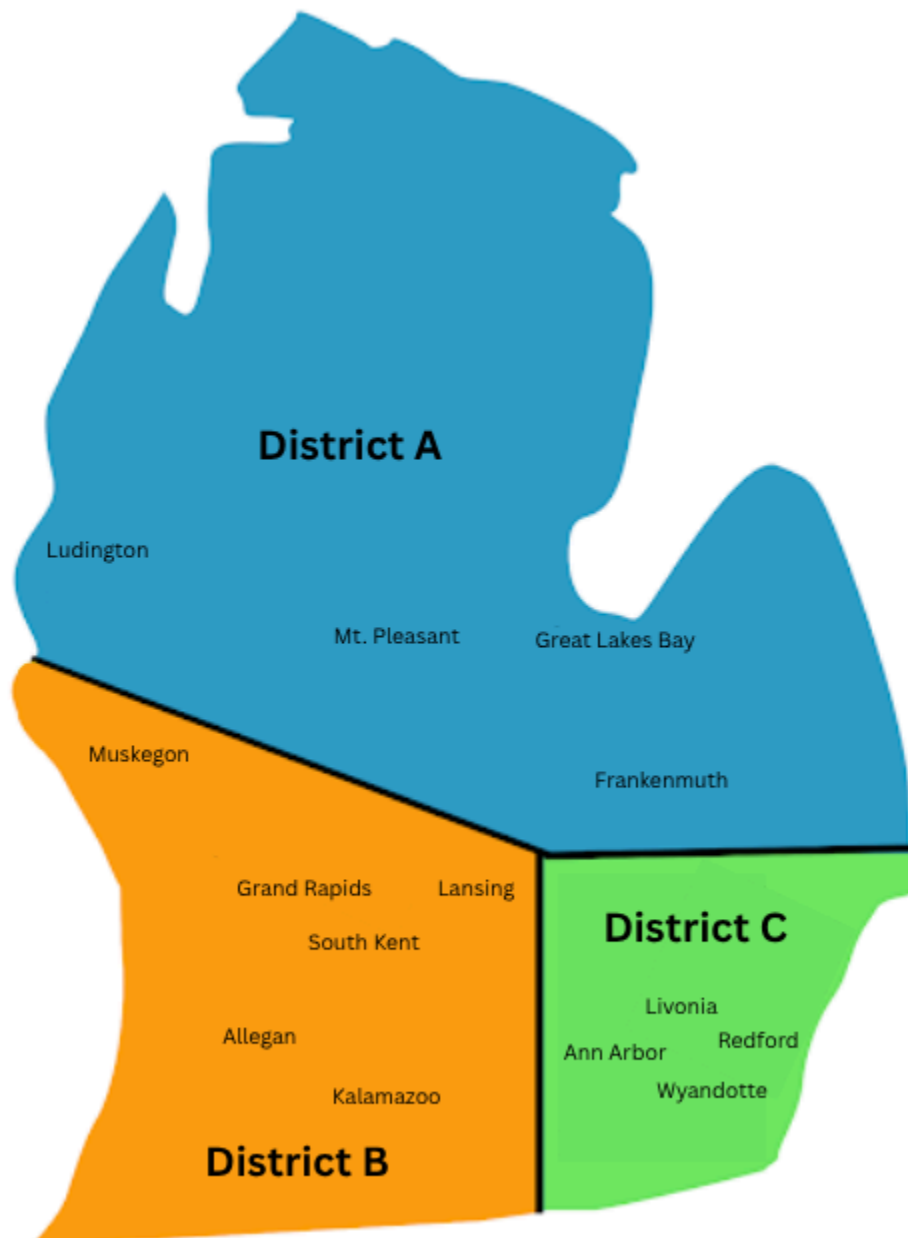
Great Lakes Bay  
Frankenmuth  
Ludington  
Mt. Pleasant

### **DISTRICT B Chapters:**

Allegan  
Grand Rapids  
Kalamazoo  
Lansing  
Muskegon  
South Kent

### **DISTRICT C Chapters:**

Ann Arbor  
Livonia  
Redford  
Westland  
Wyandotte



**JCI Michigan 2025 Elections Committee**

|   |  |
|---|--|
| <i>JCI MI Elections Committee Chair</i><br>Cory Rickett<br>Cell Phone: 989-928-1724<br>Email: elections@jcimi.org | <i>Elections Committee Members:</i><br>Michelle McGrann<br>Kimmy Black<br>Stephanie O'Connor |
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Dear Potential Candidate and Campaign Manager,

Congratulations on taking the next step in your JCI career by deciding to run for JCI Michigan Elected Office. Enclosed you will find the information required to run your campaign.

Positions available include President; Programming Vice-President; Diversity, Equity, and Inclusion Director; Membership Vice-President; District A Director; District B Director; and District C Director.

As a candidate you are required to review the contents of this packet in detail. If you need any additional information, please contact the JCI Michigan Elections Committee at [elections@jcimi.org](mailto:elections@jcimi.org) or visit the JCI Michigan website HERE: <https://jcimi.org/membership/elections>

Many of these forms and documents are updated annually, so be sure to use versions current for 2025.

*The following information is included:*

- 1) Statement of Candidacy Form
- 2) Certification Form
- 3) Nominations Form
- 4) Certification Checklist
- 5) Payment Authorization Form
- 6) Proposed Budget Forms
- 7) Final Campaign Budget Forms
- 8) Candidate Profile
- 9) Elections Schedule
- 10) Tips & Recommendations
- 11) Election Rules
- 12) Relevant JCI Michigan Bylaws

If you have any questions or concerns, please feel free to contact any member of the Elections Committee. We are here to help you!

Sincerely,

Cory Rickett  
2025 Elections Committee Chair

JCI MICHIGAN  
**STATEMENT OF CANDIDACY FORM**

Please complete **all pages** in this packet and email a scanned version to: [elections@jcimi.org](mailto:elections@jcimi.org)

**FORMS MUST BE SUBMITTED AND CERTIFIED BY THE ELECTIONS COMMITTEE BEFORE ANY CAMPAIGNING IS ALLOWED FOR ANY OFFICE.**

CANDIDATE FOR:

- PRESIDENT
- PROGRAMMING VICE PRESIDENT
- MEMBERSHIP VICE PRESIDENT
- DIVERSITY, EQUITY & INCLUSION DIRECTOR
- DISTRICT DIRECTOR FOR DISTRICT \_\_\_\_\_

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_, MI ZIP CODE \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_ CELL PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DATE JOINED JCI MI: \_\_\_\_\_ PRIMARY (HOME) CHAPTER: \_\_\_\_\_

JCI OFFICES HELD: \_\_\_\_\_

JCI AWARDS RECEIVED: \_\_\_\_\_

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Does your Chapter Endorse you as a candidate?

☐

Yes

☐

No

Chapter President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

JCI MICHIGAN  
**CERTIFICATION FORM 2025**

- **Candidate** - Be sure to read the Election Rules found in this packet. This will provide you with all of the election rules to ensure a well-run campaign with no violations. Please share them with all members of your campaign committee.
- **Nominations** - Return the Certification Form along with the Nomination Form to the Elections Committee as a part of your application packet. All candidates must submit both forms to be eligible for certification by the Elections Committee.
- There will be **NO** campaigning prior to **JULY 22, 2025**.
- All candidates **must be** certified by the Elections Committee prior to campaigning.

**CANDIDATE'S CERTIFICATION**

"I hereby represent that the information included in and with my statement of candidacy is true and accurate to the best of my knowledge and belief. I agree as a condition of my candidacy to observe all the rules of JCI Michigan, including, but not limited to, the Code of Conduct and those pertaining to campaigns and elections. I certify that I am an Individual Member of JCI Michigan in good standing associated with the \_\_\_\_\_ chapter, and that I will remain in good standing at all times during my campaign and any term of office. I also certify that I have been advised of the time and economic commitments required of me, if elected, and I understand that not all my expenses will be reimbursed. I understand that if I am elected, I will be expected to attend one or more training sessions, monthly Board of Directors Meetings, and General Assembly Meetings (Leadership Conferences) throughout the year, as part of the duties of my office. If elected, I will discharge my responsibilities to the best of my ability."

CANDIDATES FOR PRESIDENT ONLY: "I certify that I have or will have served at least two full voting terms on the JCI Michigan Board of Directors prior to the commencement of the term I seek."

CANDIDATES FOR VICE PRESIDENT POSITIONS: "I certify that I have or will have served at least one full term on the JCI Michigan Board of Directors prior to the commencement of the term I seek."

By signing this I agree to all statements contained within the certification and a background check.

CANDIDATE SIGNATURE

DATE

**PRIMARY (HOME) CHAPTER CERTIFICATION**

The undersigned, as President of the \_\_\_\_\_ chapter, hereby certify that the above candidate is a member in good standing with our chapter.

PRESIDENT'S SIGNATURE

DATE

**\*Note:** If the candidate is currently serving as President, this form must be signed by the Chairman of the Board.

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CHAIRMAN OF THE BOARD SIGNATURE

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DATE

JCI MICHIGAN  
**NOMINATION FORM 2025**

**Candidates must complete this nomination form to become a Certified Candidate.**

- **The requesting of a nomination, or a Second from a Local Chapter Member, will not be considered campaigning.** Both the potential candidate and Local Chapter Member may not discuss with or announce to other Local Chapter Members until such time as the potential candidate is certified. The only exception to this is discussions with the Chapter Members or Local Board Members specifically for the purpose of Nomination and Seconding, and for endorsement from the home chapter.
- Nominations and the Second are required to be announced by the Elections Committee. A Nomination or a Second does not signify or require any delegate of a Local Chapter Member to vote for a potential candidate at the general assembly.
- Candidates may submit the nomination form after the certification form but will not be eligible to be certified as a candidate, may not campaign, or otherwise represent themselves as a “candidate” until the form is received by the Elections Chair and certified. All nomination forms must be submitted to the elections Chair prior to **August 8, 2025** to be on the ballot.

**PRIMARY CHAPTER NOMINATION**

The undersigned, as President of the \_\_\_\_\_ chapter, hereby certifies that the above candidate has been nominated by our Chapter for public announcement.

PRESIDENT’S SIGNATURE

DATE

***\*Note:** If the candidate is currently serving as President, this form must be signed by the Chairman of the Board.*

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**SUPPORTING CHAPTER NOMINATION**

The undersigned, as President of the \_\_\_\_\_ chapter, hereby certifies that the above candidate’s nomination has been seconded by our Chapter for public announcement.

PRESIDENT’S SIGNATURE

DATE

# JCI MICHIGAN

## CERTIFICATION CHECKLIST 2025

**ALL OF THE FOLLOWING ARE REQUIRED TO BE FILLED WITH FORM AT CERTIFICATION - If any documents are being mailed to the service center, please email [elections@jcimi.org](mailto:elections@jcimi.org) to inform us.**

- ☐ Statement of Candidacy Form
- ☐ Candidate's Certification Form (signed by Chapter President or Chairperson of the Board)
- ☐ Nomination Form (signed by Chapter Presidents) \*\* Candidates may be certified without this form, but must turn the form in to the Elections Chair prior to August 8, 2025 to be on the ballot \*
- ☐ High resolution digital photograph of candidate
- ☐ Photocopy of government issued ID
- ☐ List of campaign manager and all committee members with phone numbers and email addresses
- ☐ Proposed Campaign Budget with all proposed income and expenses for filing fees, printing, promotional items, and any miscellaneous costs (not to exceed limits of any Election Rules)
- ☐ Copies of all promotional items, including but not limited to posters, flyers/brochures, buttons, banner, web page, etc. *Additional material or changes to original items shall be approved by the Elections Chair prior to distribution*
- ☐ Filing Fee of \$25
- ☐ Candidate's website or social media address(es) (if applicable):

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☐ Copies of all promotional items including estimated number produced of each item.

- One (1) banner (maximum size 24 square feet)
- Posters - maximum size 11 x 17" Flyers / brochures
- Buttons
- Staff badges
- Miscellaneous (President \$500 max, Vice President \$200 max)

*\*\*Note: Include the above as line items in your proposed campaign budget and final quantities and costs in your final budget reporting document.*

**Formal Candidate Certification will begin on Tuesday, July 1, 2025. Campaigning may not begin until July 22, 2025.**

\*\*\*Payment must be made at the time of Certification. Only Credit Card, Check, or PayPal payment will be accepted. The completed Payment Authorization Form must be submitted at time of submitting for Certification.

## ***Payment Authorization Form***

|                   | <b>Amount</b>  |
|-------------------|----------------|
| <b>FILING FEE</b> | <b>\$25.00</b> |
| <b>TOTAL</b>      | <b>_____</b>   |

CANDIDATE'S NAME: \_\_\_\_\_

OFFICE: \_\_\_\_\_

CAMPAIGN MANAGER NAME: \_\_\_\_\_ CM PHONE: \_\_\_\_\_

PAID BY:

CREDIT CARD # \_\_\_\_\_ SEC CODE: \_\_\_\_\_ ZIP: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_ EXP DATE: \_\_\_\_\_ TOTAL: \$ \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

\* A 5% service fee will be added to credit card payments

OR

Check # \_\_\_\_\_ Made Payable to: JCI Michigan and sent to 600 S. Walnut St. Lansing, MI 48933. (please inform an elections committee member when sent)

OR

PayPal Funds Transfer sent to [treasurer@jcimi.org](mailto:treasurer@jcimi.org)

Date Transfer made \_\_\_\_\_ Email Address Transfer sent from \_\_\_\_\_

## 2025 PROPOSED CAMPAIGN BUDGET REPORT

This report **must be filed** with the Elections Committee **at the time candidate certification.**

**Candidate** (Print or Type Name): \_\_\_\_\_

**Office:** \_\_\_\_\_

Please list the quantity and estimated costs of all proposed items. Copies of **all receipts/ bills must be included** in the Final Campaign Budget Report. Please print or type.

| ITEM                      | QUANTITY | PROPOSED COST | SOURCE OF INCOME    | AMOUNT |
|---------------------------|----------|---------------|---------------------|--------|
|                           |          |               |                     |        |
| Filing Fee                |          | \$            | Cash Contributions  |        |
|                           |          |               | Source:             |        |
|                           |          |               |                     |        |
| Banner                    |          | \$            |                     |        |
|                           |          |               |                     |        |
| Posters                   |          | \$            |                     |        |
|                           |          |               |                     |        |
| Mailings                  |          |               |                     |        |
| - Postage                 |          | \$            |                     |        |
| - Printing                |          | \$            |                     |        |
| - Paper/Envelopes         |          | \$            |                     |        |
|                           |          |               |                     |        |
| Flyers / Brochures        |          | \$            |                     |        |
|                           |          |               |                     |        |
| Buttons                   |          | \$            |                     |        |
|                           |          |               | Other Donations:    | Value  |
| Staff Badges              |          | \$            | Source:             |        |
|                           |          |               |                     |        |
| Website                   |          | \$            |                     | \$     |
|                           |          |               |                     |        |
|                           |          |               |                     |        |
| Miscellaneous             |          | \$            |                     |        |
|                           |          |               |                     |        |
| <b>Total Amount Spent</b> |          | \$            | <b>Total Income</b> | \$     |

I hereby certify that this report is true, factual, and all-inclusive to the best of my knowledge.

**Candidate's signature**

**Date**



## 2025 FINAL CAMPAIGN BUDGET REPORT

This report ***must be filed*** with the Elections Committee ***no later than September 6, 2025.***

**Candidate** (Print or Type Name): \_\_\_\_\_

**Office:** \_\_\_\_\_

Please list the quantity and **ACTUAL** costs of all proposed items. Copies of **all receipts/bills must be included** and labeled for each item Report. Please print or type.

| ITEM                      | QUANTITY | ACTUAL COST | SOURCE OF INCOME    | AMOUNT |
|---------------------------|----------|-------------|---------------------|--------|
|                           |          |             |                     |        |
| Filing Fee                |          | \$          | Cash Contributions  |        |
|                           |          |             | Source:             |        |
|                           |          |             |                     |        |
| Banner                    |          | \$          |                     |        |
|                           |          |             |                     |        |
| Posters                   |          | \$          |                     |        |
|                           |          |             |                     |        |
| Mailings                  |          |             |                     |        |
| - Postage                 |          | \$          |                     |        |
| - Printing                |          | \$          |                     |        |
| - Paper/Envelopes         |          | \$          |                     |        |
|                           |          |             |                     |        |
| Flyers / Brochures        |          | \$          |                     |        |
|                           |          |             |                     |        |
| Buttons                   |          | \$          |                     |        |
|                           |          |             | Other Donations:    | Value  |
| Staff Badges              |          | \$          | Source:             |        |
|                           |          |             |                     |        |
| Website                   |          | \$          |                     | \$     |
|                           |          |             |                     |        |
|                           |          |             |                     |        |
| Miscellaneous             |          | \$          |                     |        |
|                           |          |             |                     |        |
| <b>Total Amount Spent</b> |          | \$          | <b>Total Income</b> | \$     |

I hereby certify that this report is true, factual, and all-inclusive to the best of my knowledge.

***Candidate's signature***

***Date***

JCI MICHIGAN  
**CANDIDATE PROFILE 2025**

**Candidate** (Print or Type Name): \_\_\_\_\_

HOME CHAPTER: \_\_\_\_\_ JCI JOIN DATE: \_\_\_\_\_

Senator (check one)?: ☐ Y ☐ N If yes, Senator Number: \_\_\_\_\_

The Candidate Profile will be published in a special Elections edition of the Michigander.

**CANDIDATE QUESTIONS (1/4)**

**Please submit your answers to the following questions by July 26, 2025 to:**

[elections@jcimi.org](mailto:elections@jcimi.org)     *The candidate must include a high-resolution digital headshot.*

*Answers to questions must be less than 500 characters (not words) per answer.*

**What is your current employment and what aspects of your job, Jaycee career, or life experiences have helped you prepare for the Office you are running for?**

**What are the three most important skills or assets you will bring to the Office you are running for?**

*Questions continued on next page.*

## CANDIDATE QUESTIONS (2/4)

**What is the most important role of the position you are running for?**

**What inspired you to seek the position you are running for?**

**What new ideas or programs you would like to implement?**

*Questions continued on next page.*

### CANDIDATE QUESTIONS (3/4)

**What do you think is the greatest need of this organization right now and how will you help JCI MI meet this need?**

**What new ideas or programs would you like to implement?**

***Presidential Candidates* - What would the role of the board of directors be in your administration?**

*Questions continued on next page.*

## CANDIDATE QUESTIONS (4/4)

***Vice Presidential Candidates*** - What would the role of the Programming/Membership directors be on your team

***District Directors*** – What are your plans for building relationships with your chapters, their leadership and their members?

***Diversity, Equity, and Inclusion Director*** - What are the strongest and weakest components of JCI-Michigan's Diversity, Equity, and Inclusion strategy?

# JCI Michigan 2025 Election Calendar

## Candidate Certification

Formal Candidate Certification will begin on Tuesday, July 1, 2025.

Please send in paperwork as soon as possible, so that you can be certified on July 1, 2025, and begin campaigning on July 22, 2025 (45 days until election).

## 2025 Annual Election Timeline:

- July 1, 2025 Certification/Credentialing Process Begins. **No campaigning allowed.**
- July 1, 2025 Chapters provided initial notice of outstanding balances.
- July 15, 2025 Chapters provided a second notice of outstanding balances.
- July 22, 2025 Campaigning may begin if and only if a Candidate has been notified by the Elections Committee that they are certified.
- July 26, 2025 Candidate profiles are due.
- July 31, 2025 Membership deadline for initial delegate determination.
- Aug 1, 2025 Nomination form due, if not turned in with the Certification form.
- Aug 2, 2025 Chapter Presidents will be emailed their delegate count (or reason for no delegates) by the Elections Committee.
- Aug 3, 2025 Virtual Meet the Candidates at 7:00pm
- Aug 8, 2025 Special Election edition of Michigander will be published and made available on the JCI Michigan website.
- Aug 9, 2025 Deadline for Chapter Presidents to submit their list of delegate names with email addresses AND deadline for candidates to submit elections paperwork.
- Aug 11, 2025 Electronic Ballots credentials will be sent to delegates and electronic voting will be open.
- Aug 31, 2025 Final membership deadline for adding delegates.
- Sept 01, 2025 Chapter Presidents will be emailed if and only if their delegate count *has changed* since July 31, 2025.
- Sept 05, 2025 Electronic voting portal closes at 11:30 pm
- Sept 06, 2025 Final budget reports are due.
- Sept 06, 2025 Ballots results will be counted and certified by the Elections Committee and reported to the current President of JCI Michigan.
- Sept 07, 2025 Results will be announced in a special LIVE broadcast, time TBA.
- Oct 4, 2025 Swearing in of elected candidates at the Fall Leadership Conference in Spring Lake, MI.
- Oct 5, 2025 2026 Appointments, Interest meeting and other items as determined by the 2026 officers.
- Nov 15, 2025 Local Organization Training School (LOTS)

## JCI MICHIGAN

### Tips and Recommendations

#### **Tips for candidates and campaign committees**

- Candidate profiles are due by 5:00 pm on July 26, 2025.
- Many of us have made a commitment to our 2025 offices - finish your year, finish it strong and let your campaign committee handle the campaign.
- We strongly recommend that you do not use current local chapter or JCI Michigan Board members on your campaign teams as they also have a committed year to finish.
- Make sure to read and follow the JCI Michigan Bylaws, Policies, Code of Conduct, and Election Rules for Campaigning.
- In the absence of superseding Bylaws – Diversity, Equity, and Inclusion Director, and District Director candidates follow the same rules as Vice Presidential candidates.
- Any Facebook Page or Group or other social media that is hosted or managed JCI Michigan (including JCI Michigan, JCI MI Post it Here, JCI MI Board, Local Presidents, Programming Pages, Local Programming VP/Director Page(s), District Directors Group, District A, B, and C pages, DE&I Discussion Group, etc.) may not be used for campaigning by any candidate, officer, chapter, or local member – campaigning may be done through campaign, or member personal Facebook / web pages.
- If you have any questions, the Elections Committee is here to help, so feel free to email.

#### **Once Elected to Office**

- You must return the Officer Biographical Information Form to JCI Michigan (Attn: 2025 President and Chief of Staff) one week after the annual election. Make sure to note any phone number(s) or personal information you do not want published.
- Within 45 days after Election, provide JCI Michigan (Attn: 2025 President and Chief of Staff) with the titles, names, addresses and phone numbers of your appointed staff.
- Plan to attend a Board Planning and Retreat when scheduled by the 2026 team.
- Plan to attend the JCI MI Fall Conference in Spring Lake, MI on October 3rd and 4th.
- Plan to help organize the LOTS training
- Plan to attend and perform your role at all Leadership Conferences and major state level events in 2026.

# JCI MICHIGAN ELECTION RULES 2025

## 1.0 DEFINITIONS

Annual Election—Event by which officers of the Corporation are chosen.

Campaign—Concerted and affirmative effort by one or more people to affect the election of an Individual Member to an office of JCI Michigan.

Campaign Materials—All brochures, buttons, business cards, banners, posters, flyers, websites, internet, social media or other tangible items that can be identified with a campaign.

Candidate—An Individual Member of the Corporation who seeks an office of the Corporation by accepting a nomination or by engaging in campaign activities.

Candidate Committee—An association of Individual Members who campaign on behalf of a candidate.

Certification—Process that permits a candidate to campaign and participate in the Meet the Candidates Event, and appear on the ballot.

Delegate—An individual JCI Michigan member in good standing designated to cast ballots in the annual election on behalf of a JCI Michigan local chapter.

Election Cycle—The period of time that candidates or candidate committees may campaign for office, beginning at the time a candidate is officially certified and running until 11:30 p.m. September 5, 2025.

Electronic Voting Portal—The official voting system authorized by the JCI Michigan Board of Directors to be used for the annual election.

Expenditure—Anything of service or value that is provided, spent, exchanged or promised on behalf of a candidate for campaign materials.

Mass Communication—Any campaign material delivered by any means to more than one person for the purpose of furthering a campaign. Electronic mail shall be deemed a mass communication when the recipient cannot be determined on the face of that message.

Snail Mail—Means any physical mailing transported via the United States Postal Service or other physical mailing service.

Statement of Candidacy—Paper application submitted to the Election Committee for their review and certification.

Time for Voting—The period of time that ballots cast by delegates can be received, beginning on August 11, 2025 and running until 11:30 p.m. September 5, 2025 .



## **2.0 FILING FOR CANDIDACY, CERTIFICATION**

**2.1 Certification, generally**—The Elections Committee must certify any candidate meeting the Constitutional, Bylaw, Policy requirements, and meeting the filing requirements set forth in these rules.

**2.2 Statement of Candidacy**—Any candidate must file a Statement of Candidacy with the Elections Committee using the form established by the Committee for that purpose. This filing must be completed before a candidate or candidate committee may begin campaign activities.

**2.3 Fees** — Candidates will pay a \$25.00 non-refundable filing fee to JCI-Michigan. Monies collected from these fees will be used for the sole purpose of enhancing the in-person Meet the Candidates Event. (ie rental of prime location, food or beverages for event, etc.)

**2.3.1 Damages Fees and Fines** — Candidates will be charged for any damages, including hotel room charges, attributed to that candidate and their committee. This includes fines levied to the candidate and their committee by the Election. There is a \$10 minimum fine for any violation of election rules. The President will verify damage charges to the elections committee.

**2.3.2 Methods of Bond Payment** – Damage fees and fines must be paid prior to assuming responsibilities for elected roles. Fees and fines may be paid using one of the following methods:

- Check Payable to JCI Michigan
- Credit Card Authorization form
- PayPal Funds Transfer to [treasurer@JCIMI.org](mailto:treasurer@JCIMI.org)

## **3.0 CAMPAIGNING**

**3.1 Code of Conduct**—All individual members of JCI Michigan are always expected to uphold the principles and objectives of JCI Michigan, JCI USA, and the Junior Chamber International.

**3.2 Communications**—Certified candidates may communicate to any of the members of the corporation in any manner subject to the restrictions in this part.

**3.3 Prohibited Campaigning**—No candidate may campaign prior to the date listed in the schedule and throughout the Elections Packet.

**3.4 Prohibited Campaigning; Meetings**—Unless otherwise excepted, no candidate may campaign during any meeting of the Corporation, the Board of Directors, the Executive Committee, or any other JCI Michigan committee.

**3.5 Website**—No candidate may maintain more than one website for campaign purposes. Each website shall be limited in scope and content to the campaign and candidate responsible for its creation. The URL for the website must be supplied to the Elections Committee 24 hours prior to making the website public.

**3.6 Social Media**—Social networks such as Facebook, Instagram, Snapchat, Twitter, Blogs, LinkedIn, and other applications which are considered forms of "User Opt-In" Communications, can be used for campaigning. Candidates/Campaigns are not restricted to the amount of communication

tools they can use. However, if Candidates/Campaign Committee members choose to campaign via social media, they must establish a distinct candidate/campaign page. Communication should originate from Campaign Pages but **can** be shared on personal pages at Candidates' and Committees' discretion. The Elections Committee must be invited to all campaign pages. ***Usage of any of these communication tools are restricted until after certification.***

Any Facebook Page or Group or other social media that is hosted or managed by JCI Michigan (including JCI Michigan, JCI MI Post it Here, JCI MI Board, DE&I Discussion Group, Local President, Programming Pages, Local Programming VP/Director Page(s), District Directors Group, District A, B, and C pages, etc.) may not be used for campaigning by any candidate, officer, chapter, or local member. Candidates may promote campaign events and social media tools on the candidate's personal accounts. Candidates and Campaign Committee members must allow the members of the Elections Committee to view their personal accounts during the campaign cycle (i.e. friend on Facebook).

**3.7** Michigander—The Election Committee will establish a Questions and Answers form for certified candidates. Such candidates must submit these completed forms to the Elections Committee by July 26, 2025.

**3.8** Withdrawal—Any candidate wishing to withdraw their name must do so in writing (email or certified letter) to the Elections Committee or JCI MI President. Please note: if withdrawal is received after the ballot has opened their name will remain as a candidate but votes cast for that individual will not be counted.

## **VOTING PROCEDURE**

**4.0** Nominations—Will be completed by the candidates on the nominations form provided and will be required for a candidate to be on the ballot.

**4.0.1** Uncertified candidates—Any write-in candidate must be nominated and certified by September 1st, including completing a Statement of Candidacy, nomination form, and pay the appropriate fee. The Elections Committee will confer and immediately rule on whether the nominated Individual Member is in good standing. If the nominated member is in good standing and accepts the nomination, the Elections Committee will certify them as a candidate and announce that fact to the Local Organization Delegates and inform them that write-in votes for that nominated Individual Member will be counted. Votes for candidates that have not completed a statement of candidacy will be considered an illegal vote cast and including in the tally.

**4.1** Delegates—Prior to the issuance of credentials, each Individual Member will certify that they are a member in good standing of the Local Organization (chapter) which they wish to represent, and JCI Michigan. The Elections Committee will issue credentials only to those delegates so certified. The President of a Local Organization Member must submit the list of delegates to the Elections Committee no later than August 8, 2025

**4.2** Determination of Delegates - A Local Chapter in good standing will be entitled to register delegates to represent its individual members who may vote on its behalf. Local Chapter Members will be entitled to a number of delegates as determined by the JCI Michigan Bylaws.

**4.3** Chapter Good Standing Rules – Local Chapter Members will be considered in good standing as defined by the JCI Michigan bylaws.

**4.4** Gaining Good Standing during the voting window – If a chapter is deemed to not be in good standing as of August 5, 2025 but resolves the issue that caused the removal from Good Standing during the voting window they can request their standing be reinstated and have eligible delegates registered by emailing the election chair ([elections@jcimi.org](mailto:elections@jcimi.org)) and stating that they have resolved the issue. This includes chapters that establish an approved payment arrangement with the JCI Michigan Finance Director and the JCI Michigan President. Upon confirmation by the elections chair that the issue has been resolved; the chapter delegates will be issued credentials for electronic voting.

**4.5** Delegate Count Notification – The Elections Committee will email Local Chapter Presidents on August 5, 2025 notifying them of their eligible delegate count, or reason why they are ineligible. Chapter Voting Delegates will be appointed in accordance with the JCI Michigan Bylaws.

**4.6** Voting; generally—Delegates, or Local Chapters, will receive the information on how to access their electronic ballot via email on August 11, 2025 . The electronic voting portal will close at 11:30 pm on September 5, 2025.

**4.6.1** Determination - The Elections Committee will determine which candidate for JCI Michigan office has received the greatest number of votes for that particular office and will declare such candidate to be duly elected. If it appears that 2 or more persons have received an equal number of votes for the same office and that a failure to elect to any office is caused as a result, the Election Committee will inform the Local Organization (Chapter) Delegates of this determination no later than September 7, 2025, and will announce the rules for a second vote (i.e. run-off election).

The committee may eliminate one candidate from consideration in subsequent run-off elections provided that the candidate received the fewest votes in the election immediately preceding a run-off election.

**4.7** Results—The election results will be announced by the Elections Committee Chair or their designee. The announcement will be made by announcing each candidate, the vote total received and declaring the winner. No other details of the vote tally will be released to anyone without a ruling for such from the Evaluations Committee. Legal Counsel will certify the outcome of the election.

**4.8** Installation—The President, Programming Vice President, Membership Vice President, Diversity, Equity, and Inclusion Director, and District Directors will be installed September 28, 2025, at the JCI Michigan Fall Meeting. Family and friends are welcome to join in the event.

**4.9** District Director Elections—The election of District Directors will be conducted with the Annual Election of the Corporation where other officers are elected. The vote for the election of District Directors will be by ballot limited to one vote per Local Organization (Chapter) in the represented district.

## **5.0 FINANCES; REPORTS**

**5.1** Limitations on expenditures—No candidate or candidate committee may spend more than \$1,000 in an election cycle.

**5.2** Final accounting—Each candidate committee will file a final budget report as directed by the schedule in this Elections Packet. Each final accounting must show the amount of money raised, the value of any services provided, the cost of supplies purchased or exchanged, and the names of service providers, donors, suppliers, or other persons who received compensation in connection with a campaign. Any candidate whose expenditures do not exceed \$200 may file a letter certifying that fact without any further detail.

**5.3** Committee review—The Elections Committee will review the final accountings prior to the announcement of the results. The Elections Committee will have ten days from the date of the election to determine whether any fines or damages are owed. The Committee will notify any candidate and the Finance Director of any such fine(s) or damage(s) within those ten days.

## **6.0 DISCIPLINARY PROCEDURE**

**6.1** Complaint procedure - A JCI Michigan member in good standing may file a complaint with the Elections Committee regarding any delegate, campaign, or candidate. The complaint must be made in writing, dated, and signed by the party filing the complaint. The complaint may request relief. Electronic filings with electronic signatures will be accepted as official complaint filings.

**6.1.1** Committee response - The Elections Committee will have the general power to interpret these rules and all regulations associated with the Elections Process in such a manner that will best accomplish the expressed purposes and intent of these rules. Upon an affirmative majority vote of the Elections Committee that a violation of the Constitution, Bylaws, Policies or these rules has occurred, the Elections Committee may impose a penalty.

**6.2** Violations – The following actions are not allowed by these election rules. If any of the following prohibited actions occur, the candidate will have violated election rules.

a) No candidate or candidate committee may deface walls, surfaces, or cause any damage to public property in the promotion of a candidate.

b) No candidate or candidate committee may, in the course of a campaign, make any statement that is lewd, indecent, criminal, or otherwise violates the Constitution, Bylaws, or Policies of the Corporation.

c) Upon penalty of decertification, no candidate may violate Section 2 of these Election Rules. Any candidate so decertified may cure the defect and be reinstated as a certified candidate.

d) No candidate or candidate committee will degrade, humiliate or make lewd comments about an opponent or opponent's committee. All candidates will be held responsible for maintaining their social media pages and the removal of any post or comment attacking, degrading, or humiliating another candidate or candidate committee.

**6.2.1** No candidate or candidate committee may violate Section 3 of these Election Rules. The Elections Committee will determine whether a warning, a fine, or decertification is appropriate as a response to the violation. This determination will consider the apparent intent behind the violation, the impact on the voting delegates, and whether the violation is a subsequent offense.

**6.2.2** Any penalty assessed may be appealed by that candidate or candidate committee to the Audit Committee. All penalties remain in full force and effect from their assessment until a successful appeal is determined. The Audit Committee, to the best of their ability, will evaluate appeals prior to election. All determinations of such appeals are final.

## **JCI Michigan Bylaws Excerpts**

*As a candidate or member of a campaign team, it is your **responsibility** to read and understand all bylaws pertaining to elections. As a candidate, it is highly recommended that you review the Bylaws in their entirety as well as our Constitution and Policies. Our current governing documents can be found here: <https://jcimi.org/wp-content/uploads/2023/05/MIJC-Bylaws-as-amended-Feb-2023-2.pdf>*

*<https://jcimi.org/wp-content/uploads/2023/05/JCI-MI-Constitution-as-amended-2022.pdf>*

*<https://jcimi.org/wp-content/uploads/2023/05/JCI-Michigan-Policies-Ratified-2-8-2019.pdf>*

## **ARTICLE II: MEMBERSHIP**

### **Section 2.300 -- Good Standing Defined**

Good Standing shall be defined as a Member who is in compliance with JCI USA's and JCI Michigan's respective Constitutions, Bylaws, and Policies then in effect, and does not have any outstanding obligations to JCI Michigan. Any Member who is not in good standing shall not enjoy the rights, benefits, and privileges afforded by membership until the outstanding obligation is met. Once the obligation is met, the Member shall revert to good standing with no further action unless adopted disciplinary measures are in effect at that time.

## **ARTICLE III: MEETINGS AND PROCEDURES**

### **Section 3.100 -- Determination of Delegates to Meetings of the Corporation**

A Local Chapter Member in good standing shall be entitled to register delegates to represent its members and vote on its behalf at any meeting of the Corporation. Voting members of the Board of Directors shall also be entitled to register as delegates to vote at any meeting of the Corporation. Local Chapter Members may register a number of delegates based upon their final membership population on the last day of the month preceding any vote of the Corporation. Local Chapter Members may register two (2) delegates for every ten (10) members of that Chapter, so that a Chapter with between ten (10) and nineteen (19) members has two (2) delegates, a Chapter with between twenty (20) and twenty-nine (29) members has four (4) delegates, a Chapter between thirty (30) and thirty-nine (39) members has six (6) delegates, and so on.

### **Section 3.120 -- Selection of Delegates**

Delegates may be selected in any manner determined by the Local Chapter Members that they represent; however, no voting member of the JCI Michigan Board of Directors may be selected as a delegate of a Local Chapter Member. Individual Members may only become a registered delegate for one Chapter, of which they are a member.

### **Section 3.180 -- Registration of Delegates at Meetings of the Corporation**

All delegates shall register as such during the ordinary time for registration at meetings or

assemblies of JCI Michigan. The President of the Local Chapter Member may register the delegates of the Local Chapter and receive their delegate cards. In the event the President shall not be in attendance at the meeting or assembly, then the President may submit a list of delegates to the Secretary, in advance of the meeting or assembly. Failure to register delegates in this fashion constitutes waiver of a Local Chapters Member's vote. The Corporation shall make diligent inquiry as to the identification of the proposed delegate by driver's license or state identification with a picture identification. The Corporation shall record the name and standing of each proposed delegate.

In the event any proposed delegate is not accredited because the Local Chapter Member has exceeded its allotment of delegates, because the Local Chapter Member is not in good standing, or because the proposed delegate is not in good standing as an Individual Member, a representative of the Corporation shall promptly inform the proposed delegate of the deficiency. Unless the deficiency can be rectified immediately, the proposed delegate shall not be registered.

### **Section 3.200 -- Agenda Items**

A Local Chapter Member wishing to place an item on the agenda at a meeting of the Corporation shall provide written notification to the President of the Corporation of the intent to raise the item at least fifteen (15) days before the date of the meeting. Any delegate of the Local Chapter Member may raise the item to the docket during the meeting in question. If an amendment to these Bylaws is voted on by the Corporation and defeated, the amendment may not be placed on an agenda of a meeting of the Corporation again for a period of 18 months.

### **Section 3.300 -- Voting Procedures at Meetings of the Corporation**

Only registered delegates shall be allowed to speak and vote at a meeting of the Corporation. No Local Chapter Member shall be entitled to cast more votes than the number of registered delegates present and voting at a meeting. All votes shall be cast by the registered delegates present at a meeting of the Corporation.

### **Section 3.325 -- Votes Cast**

Except as otherwise provided in these Bylaws or the Constitution of JCI Michigan, any resolution shall pass into ratification by simple majority vote of the registered delegates present and voting at the meeting where the vote was held.

**Section 3.400 -- Elections Committee** The President, subject to the approval of the Board of Directors, shall appoint an Elections Committee consisting of at least three (3) and up to five (5) Individual Members of the Corporation who are not candidates for any office of the Corporation or involved in the campaign of any candidate for any office of the Corporation. One of the Individual Members appointed to the Elections Committee shall be a member of the Michigan JCI Senate. The Elections Committee shall oversee the selection of Officers of the Corporation, make reports to the President, and have operational oversight of any rules and procedures utilized by the Committee. The President shall appoint the Chair of the Committee.

### **Section 3.410 -- Duties of the Elections Committee**

1. In carrying out the responsibilities assigned by the Bylaws and Policies of the Corporation, the Elections Committee shall:
  - a. Propose the rules and forms for elections to the Board of Directors for approval no later than the June meeting of the Board of Directors;
  - b. Certify nominees for office;
  - c. Supervise all aspects of election protocol and procedure;
  - d. Determine the speaking order of candidates at any meeting;

- e. Review and approve all campaign materials;
  - f. Explain campaign and election rules and procedures; and
  - g. Perform such other duties as will reasonably ensure that the election of state Officers will be conducted in a fair and efficient manner.
2. Failure to timely submit proposed changes to the rules and forms for elections of the Board of Directors for approval shall result in the prior year's rules and forms being controlling.
  3. The Elections Committee shall provide a copy of any Elections Rules then in effect to each Local Chapter Member no later than the 15th day of July of each year.

### **Section 3.450 -- Committee Oversight of Elections, generally**

The Elections Committee shall:

1. Consider only those Members for the various offices who are properly nominated;
2. Maintain convenient headquarters where all written information with regard to nominees shall be on file and available for inspection by any delegate;
3. Examine the qualifications of candidates for the Offices of President, the Programming Vice President, and State Membership Vice President; and
4. Interpret and enforce such Elections Rules as are adopted by the JCI Michigan Board of Directors and as may be appended to these Bylaws.

### **Section 3.500 -- Limitations on Candidates**

Candidates for office in the Corporation must be Individual Members in good standing at all times during their candidacy. No candidate for the Office of President shall be certified as a candidate unless that candidate has previously served at least two full voting terms on the JCI Michigan Board of Directors prior to commencement of that term of office. No candidate for Programming Vice President or Membership Vice President shall be certified as a candidate unless that candidate has previously served at least one full term, either as a voting or non-voting member, on the JCI Michigan Board of Directors prior to commencement of that term of office. When a candidate is a member of more than one Chapter, the candidate shall notify the JCI Michigan Board of Directors of his or her primary Chapter prior to declaring candidacy or it shall be presumed that the primary Chapter is the Chapter where the candidate first became an Individual Member.

### **Section 3.525 -- Certification; generally**

The Elections Committee shall begin the certification of candidates process no earlier than forty-five (45) days prior to the Annual Election of the Corporation. Candidates meeting the JCI Michigan Candidates filing requirements as stated in the Elections Rules shall be certified in writing by the Elections Committee the day that the candidate files.

### **Section 3.550 -- Campaigning; generally**

No candidate for elected office in the Corporation shall begin any campaign activities until that candidacy is certified by the Elections Committee. Such campaigning may only take place for forty-five (45) days prior to the Annual Election of the Corporation.

### **Section 3.600 -- Elections; Voting for Officers**

The election of Officers of the Corporation shall be conducted in accordance with rules promulgated for that purpose. The Elections Committee shall provide for an elections process for the Annual Election of the Corporation. Any vote for the elections of the President, Programming Vice President, and Membership Vice President shall be by ballot. Any vote for the election of District Directors shall be by ballot limited to one vote per Local Chapter Member in the

represented district.

**END OF POTENTIAL CANDIDATE ELECTION  
INFORMATION PACKET 2023**