



2017 Annual Election Timeline

| Date | Activity |
|-----------------------|---|
| By September 14 | President O'Brien appoints Elections Oversight Committee Chair Staff finalizes WSAC election website for launch |
| September 15, 10 a.m. | Candidate filing period begins Solicitation email distributed to WSAC membership with online application form |
| September 19 & 26 | Reminder email distributed to WSAC membership |
| September 29, 5 p.m. | Candidate filing period ends Candidate materials (statement, photo, etc.) due to WSAC office |
| October 2 – 21 | Staff prepares ballots in VoteNet system; compiles/verifies election distribution email list; and VoteNet assigns unique password to each active member |
| October 25 | WSAC Elections Oversight Committee conference call to review election materials, procedures, and process |
| October 25 – 28 | Staff makes any corrections and modifications to VoteNet system per committee's direction |
| October 29 | Staff sends voter list and email blast info to VoteNet |
| October 30 | Ballot notice email distributed to membership "be looking for an email on Tuesday" |
| October 31, 10 a.m. | Online polling opens WSAC members receive emails with unique password and instructions |
| November 14, 10 a.m. | On-site polling station opens at Annual Conference |
| November 15, 5 p.m. | Online polling closes Shut down voting computer |
| November 16, 9 a.m. | WSAC Elections Oversight Committee meets to review results |
| November 16, 12 p.m. | Election Announcements at WSAC General Membership Meeting |
| November 21 | Election Announcements published on WSAC website, news release distributed to officers' home newspapers |
| November 21 | Election results published in WSAC Insider |

Offices Subject to Election:

WSAC President

WSAC Vice President

WSAC Second Vice President (*open to Western Region Member*)

Western Region Representatives to the WSAC Board of Directors

Eastern Region Representatives to the WSAC Board of Directors