

**2021
ISBA ELECTIONS**

REFERENCE GUIDE FOR CANDIDATES

This is a reference guide to the ISBA Policy and Procedures on Association Elections. This guide is not a substitute for a complete review of the entire policy. It is the responsibility of the candidate to comply with that policy.

1. Number of Signatures Required for Each Office (Para. 3.3)
 - Third Vice President - 350 Eligible Signatures.
 - Board of Governors - 50 Eligible Signatures from Geographic Area.
 - Assembly - 10 Eligible Signatures from Geographic Area.

2. Nominating Petitions
 - Due to the Covid-19 pandemic health emergency, the collection and submission of original signatures on paper nominating petitions is suspended for the 2020/2021 ISBA election cycle.
 - Nominating petitions are still required but will be entirely electronic.
 - Candidates must generate a nominating petition on the ISBA website using the form provided via the ISBA website at www.isba.org/elections.
 - Nominating petitions will be available for candidate generation on or about October 1, 2020 at www.isba.org/elections.
 - Nominating petitions can be signed no earlier than November 2, 2020 and no later than 4:30 p.m. on Monday, February 1, 2021.
 - Members will be able to view and “sign” (via electronic assent on the ISBA website) all available nominating petitions for whom they are eligible to sign.

3. Ballot Positions of Candidates
 - After the close of the nominating petition period (February 1), all ballot positions will be determined by lot amongst all the candidates for the office. (Ballot positions will not be based upon the order of nominating petition submission and certification – because all nominating petitions will remain open until February 1.)

4. Materials Required for ballot placement
 - THIRD VICE PRESIDENT
 - Create Electronic Candidate Nominating Petition

- Required number of “signatures” on Nominating Petition
 - Biography of 300 words for use in ISBA print or electronic publications and ballot mailing (Para 3.12)
 - Webpage information and features (Para 5.3)
 - One high resolution color photo (200 dpi minimum) in jpeg format
- BOARD OF GOVERNORS
 - Create Electronic Candidate Nominating Petition
 - Required number of “signatures” on Nominating Petition
 - Biography of 300 words for use in ISBA print or electronic publications and ballot mailing. (Para 3.12)
 - Webpage information and features (Para 6.3)
 - One high resolution color photo (200 dpi minimum) in jpeg format.
- ASSEMBLY
 - Create Electronic Candidate Nominating Petition
 - Required number of “signatures” on Nominating Petition
 - Biography of 100 words for use in the ballot mailing (Para 3.12)
5. Campaign Expenses and Limitations (Para 4.14)
- Campaign expenditures by each candidate for Third Vice-President shall not exceed ten thousand dollars (\$10,000) per candidate. Campaign expenditures by each candidate for Board of Governors shall not exceed five thousand dollars (\$5,000) per candidate. Campaign expenditures by each candidate for Assembly shall not exceed two thousand dollars (\$2,000) per candidate. The expenditure limitations shall apply per candidate regardless of whether a candidate seeks one or more than one office in a single election. The total expenditures include expenditures by a candidate’s law firm and others at the specific request of the candidate. Travel costs and local and specialized bar association meeting expenses are excluded from this monetary limitation.
6. Candidates Acknowledgment of and Compliance with ISBA Policy and Procedure on Association Elections
- On or before May 1, every candidate must file a Certificate of Compliance with the ISBA Policy and Procedures on Association Elections. This form will be distributed by ISBA staff to all candidates prior to the May 1 deadline. (Para. 4.13)
7. Ballot Mailing and Counting (Paras. 3.11 and 3.15)

- Printed ballots and electronic ballot notification will be sent to members no earlier than March 25 and no later than April 1.
- Paper ballots will be counted if received by 4:30 p.m. (CST) on Thursday, April 30, 2021; electronic voting must be completed by 4:30 p.m. (CST) on Thursday, April 30, 2021.
- The results of the elections will be announced no later than May 7, 2021.

Again, the information contained in this Reference Guide is not a substitute for a complete review of the ISBA Policy and Procedures on Association Elections. **Candidates are responsible for a careful review of the ISBA Policy and Procedures on Association Elections.**

Questions should be directed to: Office of the Executive Director, 800.252.8908
Email: kweaver@isba.org