



Minutes Electronic Meetings of the Board of Directors

MOTIONS ADOPTED BY E-MAIL SINCE JUNE 2018

From the end of June 2018 to the end of October 2020, the Board of Directors approved two motions introduced by e-mail.

MOTION 1

2020 Election Calendar – Motion to approve the recommendation made by the Elections and the Executive Committees

The following motion was presented and put to a vote by the Chair of the Elections Committee (IAAP Past President Janel Gauthier) and the Chair of the Executive Committee (IAAP President Christine Roland-Lévy) on 6 August 2019:

“That the Board of Directors approve, as recommended by the Elections Committee and the Executive Committee, the following:

- **That a meeting of the Board of Directors be convened at the Centennial Congress of Applied Psychology in Cancun in December 2020 in addition to the Board meeting to be held in Prague in July 2020 so as to be able to proceed with the election of the Secretary-General and Members-at-Large at an IAAP congress as required by IAAP’s Rules of Procedure;**
- **That the calendar of the elections outlined in IAAP’s Rules of Procedure, as ratified by the Board of Directors in 2012, be adjusted to make the dates of the calendar congruent with those of the IAAP congress to be held in Cancun in December 2020.”**

Members of the Board of Directors were given 20 days to consider the motion.

The results of the vote were as follows: Agree: **48** votes (98%); Disagree: **1** vote (2%); and Abstain: **1**. Consequently, the motion was declared **“approved.”**

The members of the Board of Directors were informed of the results of the vote on 6 September 2019.

A copy of the motion and its rationale, as well as copy of the report of the Chair of the Elections Committee submitted in support of the motion, are attached to these Minutes (see Appendix 1).

MOTION 2

Special IAAP election calendar to elect a new IAAP Treasurer – Motion to approve the recommendation made by the Elections and the Executive Committees

The following motion was presented and put to a vote by the Chair of the Elections Committee (IAAP Past President Janel Gauthier) and the Chair of the Executive Committee (IAAP President Christine Roland-Lévy) on 25 March 2020:

“That the Board of Directors approve, as recommended by the Elections Committee and the Executive Committee, the following:

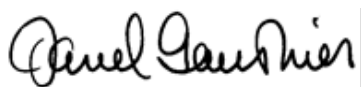
- **That a special election be held by internet to elect a Treasurer who will complete Lourdes Munduate’s term as Treasurer of IAAP (2018-2022) with the understanding that she or he will be eligible to run for a 4-year term as Treasurer in 2022; and**
- **That this special election be conducted according to the following special calendar:**
 - **1st April 2020 – 15th July 2020: Call for Nominations for Treasurer;**
 - **16th and 17th July 2020 – Verification of eligibility of nominators to nominate, and of nominees to be nominated;**
 - **18th – 30 July 2020: Voting on nominations for Treasurer;**
 - **31st July: Announcement of election results.”**

Members of the Board of Directors were asked if they had any objections to the motion. They were also informed that, if none was expressed within the next 7 days, the motion would be considered “adopted.”

The period for expressing objections ended on 30th March, 2019. No objections were expressed during that period. Consequently, the motion was declared **“unanimously adopted.”** Members of the Board of Directors were informed of the outcome on 1st April, 2019.

A copy of the motion and its rationale is attached to these Minutes (see Appendix 2).

On behalf of IAAP Secretary-General Christina Sue-Chan,



Janel Gauthier
Past President of IAAP
18 November 2020

Appendix 1



IMPORTANT

Dear Members of the IAAP Board of Directors,

RE: MOTION: 2020 Election Calendar - Approval of the recommendation made by the Elections and the Executive Committees.

Elections must be held in 2020 to elect: (i) an IAAP president-elect; (ii) an IAAP secretary-general (the current Secretary-General was elected for a 2-year term in 2016 to stagger the terms of office for the Secretary-General and the Treasurer); (iii) new members-at-large of the Board of Directors to replace those elected to serve for a final 2-year term in 2016; and (iv) a Division president-elect for each Division (except for the Students Division).

After reviewing IAAP's rules of procedure to conduct elections (as ratified by the Board of Directors in 2012), the Chair of the Elections Committee has recommended to the Executive Committee (EC) that that a meeting of the Board of Directors be convened at the Centennial Congress of Applied Psychology in Cancun in December 2020 in addition to the one to be held at the International Congress of Psychology in Prague in July 2020, and that adjustments be made to the nomination and election calendar for 2020 to ensure its compliance with IAAP's rules of procedures for conducting elections. This recommendation was endorsed unanimously by the members of the EC on July 2, 2019.

The purpose of this e-mail is to ask the Board of Directors (BoD) to approve the recommendation made by the Elections Committee and endorsed by the EC. You will find below a **motion** to this effect and a **rationale** providing information as to why it is submitted to the BoD for approval.

MOTION

Whereas an overview of the rules of procedure governing IAAP elections clearly show that the calendar of IAAP elections is directly connected to the dates of an ICAP – that is an IAAP congress,

Whereas the rules of procedure governing IAAP elections clearly state that the nominations for the positions of Secretary-General and Members-at-Large are to be considered and voted on at an ICAP – that is an IAAP congress,

Whereas there will be an IAAP congress in Cancun, Mexico in December 2020 to celebrate the centennial of IAAP – namely, the Centennial Congress of Applied Psychology,

Whereas IAAP needs to be respectful of the rules of procedure governing IAAP elections,

Whereas IAAP needs to honour the mutual agreement that exists between IAAP and the International Union of Psychological Science (IUPsyS), which states that IAAP will convene an IAAP Board Meeting at the ICP during the year of an ICP and that IUPsyS will convene a General Assembly at the ICAP during the year of an ICAP,

Whereas the members of the Executive Committee have already adopted a motion to recommend to the Board of Directors that the recommendation made by the Elections Committee be approved,

On behalf of their respective committees, the Chair of the Elections Committee (IAAP Past President Janel Gauthier), seconded by the Chair of the Executive Committee (IAAP President Christine Roland-Lévy), **MOVE:**

“That the Board of Directors approve, as recommended by the Elections Committee and the Executive Committee, the following:

- That a meeting of the Board of Directors be convened at the Centennial Congress of Applied Psychology in Cancun in December 2020 in addition to the Board meeting to be held in Prague in July 2020 so as to be able to proceed with the election of the Secretary-General and Members-at-Large at an IAAP congress as required by IAAP’s Rules of Procedure;**
- That the calendar of the elections outlined in IAAP’s Rules of Procedure, as ratified by the Board of Directors in 2012, be adjusted to make the dates of the calendar congruent with those of the IAAP congress to be held in Cancun in December 2020.”**

RATIONALE

Elections must be held in 2020. An overview of the rules of procedure governing IAAP’s elections clearly show that the calendar of the elections is directly connected to the dates of an ICAP – that is an IAAP congress. Furthermore, the rules of procedure governing IAAP’s elections clearly state that the nominations for Secretary-General and the Members-at-Large are to be considered and voted on at an ICAP – that is an IAAP congress.

There will be no ICAP in 2020. However, there will be an IAAP congress in Cancun, Mexico in December 2020 to celebrate the centennial of IAAP – namely, the Centennial Congress of Applied Psychology.

IAAP needs to be respectful of the rules of procedure governing IAAP elections, but also needs to honour the mutual agreement that exists between IAAP and the International Union of Psychological Science (IUPsyS), which states that IAAP will convene an IAAP Board Meeting at the ICP during the year of an ICP and that IUPsyS will convene a General Assembly at the ICAP during the year of an ICAP. Hence the need to have exceptionally two meetings of the Board of Directors in 2020: one at the International Congress of Psychology (IUPsyS) in Prague (July 19-24, 2020) and the other at the Centennial Congress of Applied Psychology (IAAPP) in Cancun (December 13-17, 2020).

The Elections Committee and the Executive Committee believe that it is possible for IAAP to honour at the same time its own election rules and its agreement with IUPsyS. One does not

exclude the other. The IAAP Board of Directors can choose to conduct some of its business at the ICP in Prague and conduct IAAP's elections and other business at the IAAP Centennial Congress in Cancun. Given the special nature and purpose of the Cancun Congress, it is reasonable to anticipate that some business items will be best dealt with and discussed in the context of the Centennial Congress.

SUPPORTING MATERIAL

You will find attached a copy of the report of the Chair of the Elections Committee submitted to the Executive Committee on July 2, 2019.

The report provides an overview of the rules of procedure for conducting the elections of the IAAP Officers (namely, the President-Elect, the Secretary-General, and the Treasurer), the Members-at-Large of the Board of Directors, and the Division Presidents-Elect). The overview shows that the calendar of IAAP elections is directly connected to the dates of an ICAP, i.e., an IAAP congress.

In addition, the report provides remarks regarding the need to connect the calendar of the 2020 IAAP elections to the dates of an IAAP congress (namely, the Centennial Congress of Applied Psychology) to ensure its compliance with IAAP's rules of procedure for elections.

Finally, the report includes a table summarizing the adjustments to be made to the election calendar to connect the dates of the call for nominations and voting to those of the IAAP congress to be held in Cancun in December 2020.

VOTING

In accordance with *Robert's Rules of Order*, the present motion does not have to be seconded before it can be considered for adoption because it is submitted on behalf of two committees (namely, the Elections Committee and the Executive Committee).

In accordance with IAAP's *Rules of Procedures for Introducing and Handling Motions by E-Mail* (2008):

- BoD Members shall have 20 days to consider/discuss/debate the motion and, if necessary, to consult with the movers to clarify the intent and wording of the motion or to obtain additional information about the motion (Article 16).
- At the end of a deliberation period, the motion shall be posted and put to a vote with a stipulated date/time/ time zone deadline for voting (Article 38).
- BoD Members shall have a minimum of one week to vote on the motion (Article 41).
- At the end of the deliberation period, the President may declare without taking a formal vote that the motion has been adopted if there appears to be no opposition to the motion (Article 45). In accordance with *Robert's Rules of Order*, if a BoD Member objects to the motion, the President shall put it to a vote.

NOTE:

- BoD members are asked to send their questions and comments about the motion directly to the Chair of the Elections Committee at janel.gauthier@psy.ulaval.ca.
- During the deliberation period, those comments and questions will be posted on the IAAP web page called "Board Member Resources" (<https://iaapsy.org/members/board/>) along with replies from the Chair of the Elections Committee.
- Members of the Board of Directors will receive a reminder about the voting period one week before the motion is formally put to a vote.

- The voting on the motion will be conducted electronically at the end of the deliberation period.
- BoD members will be given the instructions to follow for voting shortly before the voting period.

We thank you in advance for your cooperation and support.

With our best regards,

Janel Gauthier
Chair of the Elections Committee
Past President of IAAP

Christine Roland-Lévy
Chair of the Executive Committee
President of IAAP

Attachment.: Report of the Chair of the Elections Committee



REPORT

Submitted to the Executive Committee
July 2019
by
Janel Gauthier
Past President
Chair of the Elections Committee

There will be elections in 2020. Elections will be held to elect:

- an IAAP President-Elect;
- an IAAP Secretary-General (the current Secretary-General was elected for a 2-year term in 2016 to stagger the terms of office for the Secretary-General and the Treasurer);
- several Members-at-Large of the Board of Directors to replace those elected to serve for a 2-year term in 2016); and
- a President-Elect for each of the 18 IAAP Divisions.

The purpose of this report is three-fold: (a) to call the EC's attention to the rules governing the elections of the IAAP Officers (namely, the President-Elect, the Secretary-General, and the Treasurer), the Members-at-Large of the Board of Directors, and the Division Presidents-Elect; (b) to call the EC's attention to the need to connect the calendar of the 2020 IAAP elections to the dates of an IAAP congress (namely, the Centennial Congress of Applied Psychology to be held in Cancun, Mexico, 13-17 December 2020) to ensure its compliance with IAAP's rules for conducting elections; and (c) to confirm the adjustments that need to be made to the regular election calendar to connect it to the IAAP congress to be held in Cancun in December 2020.

IAAP PRESIDENT-ELECT

The election of the IAAP President-Elect will be conducted according to IAAP's *Rules of Procedure* as ratified by the Board of Directors in Cape Town on July 24, 2012. The rules of procedure concerning the election of the President-Elect are as follows (the text below is from IAAP's *Rules of Procedure*):

1.2.1 Election of President-Elect

The President-Elect shall be elected by Full Members and Fellows of the Association.

The Chairperson of the Elections Committee shall be the Past-President and the Secretary-General who shall act as secretary.

One year before the meeting of the Board of Directors at the International Congress of Applied Psychology, the Elections Committee shall send a letter calling for nominations for the position of President-Elect to all members of the Association. This letter shall be sent out by e-mail. It shall also be sent out separately to all members of the Board of Directors, including all Presidents or Presidents-Elect of the IAAP Divisions.

Since the Constitution of the Association states that the President-Elect cannot be from the same continent as the President, nominees for the position of President-Elect cannot be from the same continent as the current President-Elect.¹

A member needs to be in good standing with the Association for two years to be a candidate for the position of President-Elect.

Each nominee shall be asked by the Past-President whether he or she is willing to stand for election as President-Elect. Furthermore, he or she shall be asked to submit a one-page description of him- or herself and a short (maximum of one page) description of what he or she wants to achieve as a President-Elect and President of the Association.

The call for nominations for President-Elect shall be open for six months.

Throughout the nomination period, the Past-President shall encourage members to stand for election as President-Elect. When there is no or only one candidate at the end of the nomination period, the Chair of the Elections Committee shall contact the Members of the Board of Directors to inform them about the situation and to ask them again to nominate candidates for the position of President-Elect.

During the next three months, and up to three months before the meeting of the Board of Directors at the next congress, the Chair of the Elections Committee shall talk to members of the Board of Directors and other active members of the Association to come up with a list of at least two potential candidates in good standing with the Association for the position of President-Elect.

The election shall take place during the second month preceding the meeting of the Board of Directors at the next congress.

The election shall be conducted by internet. The appropriate software shall be used to make online voting accessible to all members in good standing with the Association. At least three reminders shall be sent to them by e-mail during the voting period to ensure as much participation as possible in the election.

IAAP members who do not have access to internet shall be asked in the IAAP newsletter² to write a letter to the Past-President and request that the appropriate ballot be sent to them by fax or regular mail.

The “preferential voting” method shall be used to elect the President-Elect. In the extremely rare case that two candidates receive the same number of votes, the Past-President shall decide.

¹ Note: IAAP does not have a President-Elect at the present time because none was elected in 2018. In 2016, the Board of Directors approved an amendment to the Constitution to reduce the duration of the term for the position of President-Elect from four to two years. As result, the President-Elect is now elected only two years before assuming the office of President. Hence the election of an IAAP President-Elect in 2020 instead of 2018. As the person elected President-Elect of IAAP in 2020 will succeed the current President instead of a President-Elect in 2022, and as the current President is from Europe, it follows that nominees for the position of President-Elect in 2020 will be eligible to run for President-Elect only if they are from a country outside of Europe.

² Note: The IAAP Newsletter has been replaced by the IAAP e-News.

NOTE

It is stated in the *Rules of Procedures*, as ratified in 2012, that “The Board of Directors shall approve the list of candidates three months before the meeting of the Board of Directors at the next congress.” However, in July 2014, the Board of Directors voted unanimously in favor of deleting this rule from the Rules of Procedure. So, it is no longer a requirement for the election of the IAAP President-Elect. The Rules of Procedure, as ratified in 2012, should be revised to reflect the amendment made to the Rules of Procedure in 2014. A new version should be posted on the IAAP website to avoid any confusion.

IAAP SECRETARY-GENERAL

The election of the IAAP Secretary-General will be conducted according to the IAAP's *Rules of Procedure* as ratified by the Board of Directors in Cape Town on July 24, 2012. The rules of procedure concerning the election of the Secretary-General are as follows (the text below is from IAAP's *Rules of Procedures*):

1.2. Election of Secretary-General and Treasurer

Candidates for Secretary-General and Treasurer are nominated by members of the Board of Directors by writing to the Secretary-General at least 6 months in advance of the congress where the election is to take place.³ The proposal shall contain standard biographical information, including professional history, key publications, major impact on applied psychology, international recognition, service to IAAP, etc. It shall also provide the nominator's name, address, and signature. Furthermore, it shall include the nominee's consent to serve, and signature.

The nominations shall be sent to the Elections Committee of the Association. It will draw up a ballot paper and present it to members of the Board of Directors. All names submitted may be considered by the Board of Directors.

The vote for election takes place at the congress and is made by the Board of Directors. The Runoff Voting System, known also as the voting system in single seat elections is the procedure to follow for the election of the Secretary-General and Treasurer. Voters select their preferred candidate. If one candidate reaches the election threshold (fifty percent), this candidate is declared elected. Otherwise, the top two candidates are placed on a secondary ballot. Whoever receives the most votes on the second ballot is declared elected. As a cross-cultural reference it is the procedure used for the presidential election in France and for primary elections in the United States.

MEMBERS-AT-LARGE OF BOARD OF DIRECTORS

The election of the Members-at-Large of the IAAP Board of Directors will be conducted according to the IAAP's *RULES OF PROCEDURE* as ratified by the Board of Directors in Cape

³ Note: This rule applies only when the current Secretary-General is not running for a second term. If the current Secretary-General is planning to run for a second term, members of the Board of Directors are required to submit nominations for Secretary-General by writing to the Chair of the Elections Committee, not the Secretary-General. This is done to avoid creating any potential conflict of interest for the Secretary-General.

Town on July 24, 2012. The rules of procedure concerning the election of the Members-at-Large of the Board of Directors are as follows (the text below is from IAAP's *Rules of Procedures*):

1.1. Election of Members of the Board of Directors

Retiring members of the Board of Directors shall be informed by the Secretary-General that they are due to retire from office one year in advance of the congress with which their term (currently 8 years) expires. Within 30 days they should, if they wish to be considered for nomination as a candidate for re-election, state this in a letter to the Secretary-General. Re-election can take place once.

One year before the meeting of the Board of Directors at the next congress, an announcement shall appear in the Newsletter,⁴ saying that a number of positions in the Board of Directors will become open at the next congress, and giving the date by which nominations must be received by the Chair of the Elections Committee (three months before the first day of the next congress).

Any full member of the IAAP, seconded by two other full members, can nominate a candidate for membership of the Board of Directors by filling out and sending in to the Elections Committee a one-page nomination form included in the Newsletter⁵ for this purpose. The nominations shall be sent to the Chair of the Elections Committee of the Association no later than three months before the next congress. This provides the nominator's name, address, and signature. It describes the nominee's qualifications, contributions to applied psychology, experience in international organizations, and other relevant information. The form includes a statement indicating the nominee's consent, to be signed by the nominee.

The nominations shall be sent to the Elections Committee of the Association. It will draw up a ballot paper and present it to members of the Board of Directors together with the policy statement regarding re-election, rejuvenation, area representation, and specialty representation, etc. that the Board of Directors as a group is willing to make. All names submitted may be considered by the Board of Directors.

The balloting is to be secret and the candidates are elected in accordance with the number of votes obtained and the number of vacancies.

The voting body is the Board of Directors which votes on the ballot paper provided by the Elections Committee.

DIVISION PRESIDENTS-ELECT

The election of the IAAP Division Presidents-Elect will be conducted according to IAAP's *Rules of Procedure for the Elections of IAAP Division Presidents-Elect and Other Officers* as adopted by the Board of Directors in Yokohama on July 26, 2016. The rules of procedure concerning the election of Divisions Presidents-Elect are as follows (the text below is from IAAP's *Rules of Procedures for the Elections of IAAP Division Presidents-Elect and Other Officers*):

Voting Process

22. Elections will be held during the year of the ICAP in accordance with the calendar below:

- **First call for nominations:**

⁴ Note: The IAAP Newsletter has been replaced by the IAAP e-News.

⁵ Note: Idem.

From January 5 until March 15: Call for nominations for President-Elect.

From March 15 until March 30: Verification of eligibility of nominees and nominators by the Division Secretary.

If the Division Elections Committee receives more than one eligible nomination, there will be a vote.

If the Division Elections Committee receives only one eligible nomination, there will be a vote on the nomination to allow Division members to exercise their right to choose who will lead the Division. A new call for nominations for President-Elect shall be launched if the candidate fails to obtain less than half of the total votes cast.

The voting period will begin on April 1st and end on April 30th.

- **Second call for nominations:**

If a division receives no nomination by the end of the nominating period (i.e., March 15th), the call for nominations will be extended until May 1st.

From May 1st until May 15th: Verification of eligibility of nominees and nominators by the Division Secretary.

If the Division Elections Committee receives more than one eligible nomination during the extended call for nominations, there will be a vote.

If the Division Elections Committee receives only one eligible nomination during the extended call for nominations, there will be a vote on the nomination to allow Division members to exercise their right to choose who will lead the Division. A new call for nominations for President-Elect shall be launched if the candidate fails to obtain less than half of the total votes cast.

The voting period will begin on May 15th and end on June 15th.

23. *The elections will be conducted electronically.*

24. *When there are more than two nominations for the position of President-Elect, the Hare Voting System will be used as the method of voting. Under this system, more commonly referred to as Instant-Runoff Voting or the Plurality with Elimination Method, each voter ranks the candidates in order of preference on a ballot; each ballot counts as exactly one vote for the highest-ranking candidate on that ballot that has not yet been eliminated from the race. If at the end of a count, no candidate has a majority, then the candidate with the fewest number of votes is eliminated, and the vote is recounted. This process continues until some candidate receives a majority. The candidate who receives a majority is declared "elected".*

25. *If no eligible nominee has been nominated by May 1st, one will be appointed by the IAAP Executive Committee following a recommendation from the Elections Committee of IAAP as soon as a suitable candidate for the position of President-Elect will have been identified. The period of time required to find a suitable candidate may extend beyond the closing of the impending ICAP.*

REMARKS

An overview of the rules governing IAAP elections clearly show that the calendar of IAAP elections is directly connected to the dates of an ICAP and that the elections of the Secretary-General and Members-at-Large are to be conducted at an ICAP (that is, an IAAP congress).

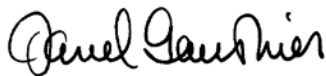
There will be no ICAP in 2020. However, there will be an IAAP congress in Cancun, Mexico in December 2020 to celebrate the centennial of IAAP. To be respectful of IAAP's election rules, the calendar of the 2020 elections should be connected to the dates the IAAP congress to be held in Cancun in December 2020. This means that the dates of the Centennial Congress of Applied Psychology (CCAP) should be used to develop the calendar of the 2020 IAAP elections.

The need to be respectful of IAAP's election rules has implications for the decision made by the Board of Directors in Yokohama to meet in 2020 at the International Congress of Psychology (ICP) to be held in Prague. The Board's decision is respectful of a mutual understanding between IAAP and the International Union of Psychological Science (IUPsyS), which states that IAAP will hold its biennial Board Meeting at the ICP during the year of an ICP and that IUPsyS will hold its General Assembly at the ICAP during the year of an ICAP. How can IAAP reconcile the need to be respectful of its own election rules and the need to be respectful of its agreement with IUPsyS?

It is possible for IAAP to honour at the same time its own election rules and its agreement with IUPsyS. One does not exclude the other. The IAAP Board of Directors can choose to conduct some of its business at the ICP in Prague and conduct IAAP's elections and other business at the IAAP Centennial Congress in Cancun. Given the special nature and purpose of the Cancun Congress, it is reasonable to anticipate that some business items will be best dealt with and discussed in the context of the Centennial Congress.

The adjustments that need to be made to the regular election calendar to connect it to the IAAP congress to be held in Cancun in December 2020 are summarized in a table attached to this report (**see attachment on page 7**). The "adjusted calendar" includes the same steps as the regular election calendar, and the time allotted to complete each step is essentially the same as the one prescribed in IAAP's *Rules of Procedure*.

Respectfully submitted,



Janel Gauthier
Past President of IAAP
Chair, IAAP Elections Committee

Attachment: Adjusted calendar for the 2020 IAAP Elections

ADJUSTED CALENDAR FOR THE 2020 IAAP ELECTIONS

IAAP PRESIDENT-ELECT	IAAP SECRETARY-GENERAL	MEMBERS-AT-LARGE	DIVISION PRESIDENTS-ELECT
<p>- 1st Dec. 2019 - 31st May 2020:</p> <ul style="list-style-type: none"> ➤ First call for nominations (6 months) <p>Note: Reminders will be inserted monthly in IAAP e-News.</p> <p>- 1st June 2020:</p> <ul style="list-style-type: none"> ➤ Verification of eligibility of nominations (if any) <p><i>If first Call yields at least two eligible nominations:</i></p> <p>- 1-30 June 2020:</p> <ul style="list-style-type: none"> ➤ Election (voting period: 1 month) <p>- 1st July:</p> <ul style="list-style-type: none"> ➤ Announcement of election results <p><i>If first Call yields less than two eligible nominations:</i></p> <p>- 1st June - 31st August 2020:</p> <ul style="list-style-type: none"> ➤ Second call for nominations (3 months) <p>Note: Reminders will be inserted in IAAP e-News.</p> <p>- 1st September 2020:</p> <ul style="list-style-type: none"> ➤ Verification of eligibility of nominations <p>- 1-30 September 2020:</p> <ul style="list-style-type: none"> ➤ Voting on nominations <p>- 1st October 2020:</p> <ul style="list-style-type: none"> ➤ Announcement of election results 	<p>- 1st Dec. 2019 – 12th June 2020:</p> <ul style="list-style-type: none"> ➤ Call for nominations <p>Note: Reminders will be inserted in January, March and May issues of IAAP e-news.</p> <p>- 12th June 2020:</p> <ul style="list-style-type: none"> ➤ Closing of nominating period (no later than 6 months before Congress) ➤ Verification of eligibility of nominations <p>~ Mid-December 2020:</p> <ul style="list-style-type: none"> ➤ Voting on nominations (election of SG to be held during meeting of Board of Directors at CCAP in Cancun, Mexico, 13-17 December 2020) 	<p>- 1st December 2019:</p> <ul style="list-style-type: none"> ➤ SG informs retiring members that they are due to retire from office in December 2020. <p>- 1st Dec. 2019 – 12th Sept. 2020:</p> <ul style="list-style-type: none"> ➤ Call for nominations <p>Note: Reminders will be inserted in January, March, May and July issues of IAAP e-News.</p> <p>- 12th September 2020:</p> <ul style="list-style-type: none"> ➤ Closing of nominating period (no later than 3 months before Congress) <p>~ Mid-December 2020:</p> <ul style="list-style-type: none"> ➤ Voting on nominations (election of Members-at-Large to be held during meeting of Board of Directors at CCAP in Cancun, Mexico, 13-17 December 2020) 	<p>- 1st March – 31st May 2020</p> <ul style="list-style-type: none"> ➤ First Call for nominations (12 weeks) <p>Note: Reminders will be inserted in April and May issues of IAAP e-News.</p> <p>- 1-14 June 2020:</p> <ul style="list-style-type: none"> ➤ Verification of eligibility of nominations <p><i>If first Call yields one eligible nomination or more:</i></p> <p>- 15th June -14th July 2020:</p> <ul style="list-style-type: none"> ➤ Election (voting period: 1 month) <p>- 15th July 2020:</p> <ul style="list-style-type: none"> ➤ Announcement of election results <p><i>If first Call yields no eligible nominations:</i></p> <p>- 15th June – 31st July 2020:</p> <ul style="list-style-type: none"> ➤ Second Call for nominations (6 weeks) <p>- 1-15 August 2020:</p> <ul style="list-style-type: none"> ➤ Verification of eligibility of nominations <p>- 15th August – 14th Sept. 2020:</p> <ul style="list-style-type: none"> ➤ Election (duration of voting period: 1 month) <p>- 15th September:</p> <ul style="list-style-type: none"> ➤ Announcement of election results

Appendix 2



HIGHLY IMPORTANT

Dear Members of the IAAP Board of Directors,

RE: MOTION: Special IAAP Election Calendar to Elect a New Treasurer – Approval of a recommendation from the Elections and the Executive Committees.

The current Treasurer of IAAP, Lourdes Munduate, has tendered her resignation as Treasurer of the Association. She is leaving her position before the end of her term for personal reasons.

Lourdes was elected Treasurer of IAAP for a term of four years (2018-2022) in 2018. Her resignation as Treasurer of IAAP will become effective at 11:59 PM on the 31st of July 2020.

According to Rule 1.2 of IAAP's *Rules of Procedure* (as ratified by the Board of Directors in 2012), "Candidates for Secretary-General and Treasurer are nominated by members of the Board of Directors by writing to the Secretary-General at least 6 months in advance of the congress where the election is to take place." If an election is held according to the timeline stipulated in IAAP's *Rules of Procedure*, IAAP will be several months without a Treasurer. This is neither desirable, nor suitable.

To fill the upcoming vacancy by the end of July 2020, the Chair of the Elections Committee has recommended two actions to the Executive Committee (EC): (1) to hold a special election by internet to elect a Treasurer who will complete Lourdes' term as Treasurer of IAAP with the understanding that she or he will be eligible to run for a 4-year term as Treasurer in 2022; and (2) to conduct the special election according to the following special calendar:

- 1st April 2020 – 15th July 2020: Call for Nominations for Treasurer;
- 16th and 17th July 2020: Verification of eligibility of nominators to nominate, and of nominees to be nominated;
- 18th – 30 July 2020: Voting on nominations for Treasurer;
- 31st July: Announcement of election results.

Both recommended actions were endorsed unanimously by the members of the EC: one on March 21st, and the other on March 23rd, 2020.

The purpose of this email is to ask the members of the Board of Directors (BoD) to approve the recommendations made by the Elections Committee and endorsed by the EC.

You will find below a **motion** to this effect and a **rationale** for the motion.

MOTION

On behalf of their respective committees, the Chair of the Elections Committee (IAAP Past President Janel Gauthier), seconded by the Chair of the Executive Committee (IAAP President Christine Roland-Lévy), **MOVE:**

“That the Board of Directors approve, as recommended by the Elections Committee and the Executive Committee, the following:

- **That a special election be held by internet to elect a Treasurer who will complete Lourdes Munduate’s term as Treasurer of IAAP (2018-2022) with the understanding that she or he will be eligible to run for a 4-year term as Treasurer in 2022; and**
- **That this special election be conducted according to the following special calendar:**
 - **1st April 2020 – 15th July 2020: Call for Nominations for Treasurer;**
 - **16th and 17th July 2020 – Verification of eligibility of nominators to nominate, and of nominees to be nominated;**
 - **18th – 30 July 2020: Voting on nominations for Treasurer;**
 - **31st July: Announcement of election results.”**

RATIONALE

The position of Treasurer will become vacant at the end of July 2020. If an election is held according to the timeline stipulated in IAAP’s *Rules of Procedure*, IAAP will be several months without a Treasurer. This is neither desirable, nor suitable. It is better to have an election with a shorter timeline. It will help to ensure a smoother transition between the incoming and the outgoing Treasurers.

An election with a shorter timeline is better than no election at all. In the absence of an election, the BoD would have to appoint someone to serve as Treasurer of IAAP. This also is neither desirable, nor suitable. The option of electing a new Treasurer is better than the option of appointing a new Treasurer because the former is more democratic than the latter. Also, the election process provides more transparency than the appointment process.

The proposed special timeline takes into consideration the need to have a nominating period that is long enough to allow BoD members to submit nominations, and a voting period that is long enough to allow them to cast their votes for their preferred nominee. To provide as much time as possible for nominating and voting, the period required to verify the eligibility of the nominees and nominators has been reduced to two days.

The proposal for the special election calls for the election of a Treasurer who will complete the term of the current Treasurer, with the understanding that whoever is elected Treasurer will be eligible to run for a 4-year term as Treasurer in 2022. This is because the *Constitution* of IAAP, as amended and ratified by the BoD in 2016, requires that the terms of office of the Secretary-General and the Treasurer be staggered so that they overlap for periods of 2 years (see Article 9, Section 9.04). In 2018, the BoD elected a Secretary-General for a term of two years and a Treasurer for a term of four years explicitly to stagger the terms of office of both positions as required in IAAP’s *Constitution*. Electing a new Treasurer who will complete the term of office of the current Treasurer will make it possible to maintain the staggering of office of the Secretary-General and the Treasurer as required in the *Constitution*, and as implemented by the BoD in 2018.

SUPPORTING MATERIAL

None.

VOTING

The present motion is submitted on behalf of two committees (the Elections Committee and the Executive Committee). Consequently, in accordance with *Robert's Rules of Order* (2011), which are the rules used by IAAP to conduct meetings, there is no need to second it before considering it for approval.

The present motion does not involve the approval of an action that would be controversial in nature. As there appears to be no reason to anticipate opposition to the proposed action, and taking into consideration the short timeline to elect a new Treasurer, the present motion will be considered "approved" if no one expresses any objection to its approval **within the next seven days**. This way of proceeding is entirely consistent with IAAP's *Rules of Procedures for Introducing and Handling Motions by E-Mail* (2008). It also is the procedure that is recommended in the Rules for situations such as this one.

If you wish to object to the approval of the present motion, you may do so by sending an e-mail to the IAAP Operations Center (operationscenter@iaapsy.org). May we kindly remind you that, if an objection to the approval of the motion is raised, we may have to conduct a formal voting with a tally of the votes to determine the fate of the motion. A formal voting with electronic ballots may take up to three weeks to be completed, which would make it exceedingly more difficult to elect a new Treasurer to succeed the current Treasurer at the end of July.

Of course, if you wish to express your support for the motion, you are welcome to do so by sending an email of the IAAP Operations Center. Please note, however, that there is no need for you to take any action if you want the present motion to be approved. In this instance, your silence will be interpreted as "I consent to adopt the motion."

Thank you for your support.

Sincerely,

Janel Gauthier
Chair of the Elections Committee
Past President of IAAP

Christine Roland-Lévy
Chair of the Executive Committee
President of IAAP