



## Board of Directors Election Process

The SDCBA is accepting nominations for the 2021 SDCBA Board of Directors election. This information sheet is provided to give members details about the election process and deadlines.

### I. Nomination Process:

#### **Who can run for the SDCBA Board of Directors?**

- Any active SDCBA "Attorney Member" in good standing for at least three of the last five years;
- Has been licensed to practice law for at least seven years;
- Is currently admitted to practice law in the State of California;
- Has not been disbarred, suspended from practicing law, or withdrawn or resigned while disciplinary charges are pending, from any bar to which the candidate has been admitted, as of the time the nomination is received;
- Has not been convicted of a felony in the seven years preceding the candidacy;
- And has demonstrated leadership as chair of a SDCBA Section or Committee or as a member of another non-profit organization's Board of Directors (law related or community), or as determined by the Leadership Outreach Committee.

#### **How do candidates declare?**

Candidates self-nominate by submitting a Candidate Nomination Form. Candidate Nomination Forms are available at [https://www.sdcba.org/index.cfm?pg=Board\\_of\\_Directors\\_Nominations](https://www.sdcba.org/index.cfm?pg=Board_of_Directors_Nominations).

#### **When are candidate nomination forms due?**

Candidate Nomination Forms are due no later than **5:00 pm Monday, August 3, 2020**, the deadline set forth in the Bylaws. Forms may be submitted by hand or mailed to the SDCBA, 401 West A St., Ste. 1100, San Diego, CA 92101, or emailed to Olga Blankson at [oblankson@sdcb.org](mailto:oblankson@sdcb.org).

#### **How many Director positions are open for this election?**

There are four "At-Large" Board positions up for election, and one regional position (North County Division). In order to qualify to run for the regional seat, the attorney candidate must have his or her primary office in the North County Division geographic area, or have been a former president of the regional bar association within the last two years.

If, by the close of business on August 3, 2020, there are fewer than four "At-Large" candidates or no regional candidates, the President of the SDCBA or the Leadership Outreach Committee Chairperson may extend the deadline for thirty days for a respective vacancy .

#### **What if I change my mind?**

Once a candidate has submitted his/her nomination by the August 3 deadline, he/she has until 5:00 p.m. on Tuesday, September 1, 2020 to withdraw his/her candidacy.

### II. Campaign and Election Process:

### **What information do candidates need to prepare and when is it due?**

Candidates are asked to answer a series of questions that the SDCBA uses to market their candidacy, to prepare a Candidate Position Statement that summarizes their experience in the SDCBA/legal community, and identify their platform.

On Tuesday, August 4, all candidates receive:

- A list of all declared candidates
- A Candidate Position Statement form
- Samples of Candidate Position Statements from prior years
- A description of responsibilities for SDCBA Board Members
- The SDCBA's Listserve Policy
- A request for your headshot

All requested information is due electronically to Olga Blankson at [oblankson@sdcb.org](mailto:oblankson@sdcb.org) no later than 5:00 p.m. Tuesday, September 1, 2020.

### **What is the election process?**

The election will open on October 14, 2020, at 12:00 p.m., and will be conducted by electronic ballot. The SDCBA notifies all members who are qualified to vote, announcing the election, the timeframe for voting, and voting instructions. Members are also given the option to vote using a paper ballot.

All voting closes on Friday, November 13, 2020, at 5:00 p.m. All e-votes and paper ballots must be received by November 13, 2020, at 5:00 p.m.

The SDCBA will contact all candidates by November 15, 2020, notifying them whether they have been elected to the board. An official announcement will be made in This Week at the Bar Monday, November 16<sup>th</sup>.

### **What does the SDCBA offer candidates to facilitate the election process?**

The SDCBA does several things to market candidates and get the word out about the election:

- Send several designated e-blasts marketing all candidates to the full membership;
- Includes election information in This Week at the Bar;
- Use Social Media presence to announce the campaign and remind eligible members to vote;
- Send a postcard announcing the election to all members that include a picture of all candidates;
- Publish a full page ad in the September/October edition of San Diego Lawyer magazine
- Publishes all candidate statements on the SDCBA website
- Offer a free, one-time use of the SDCBA's mailing list, through the SDCBA's mail house, should the candidate wish to send flyers or postcards. Postage and copying costs for the mailing are each candidate's responsibility.

### **What if Candidates want to send their own campaign materials?**

Candidates who are interested in sending out a mailing should contact Olga Blankson, [oblankson@sdcb.org](mailto:oblankson@sdcb.org), who will connect the candidate with the SDCBA preferred mailing house. All campaign materials are coordinated and orchestrated between the candidate and mailing house.

### **Listservs**

Candidates may announce their candidacy for the Board on any SDCBA listserv one time and seek the support of the listserv constituency. No member may post information or advocate via the listserv on behalf of any candidate other than themselves for the Board election.

### **Endorsements**

You may ask any SDCBA member to be listed as someone who endorses your candidacy in your candidate position statement and in any campaign materials. However, no current SDCBA Board member or member of the Leadership Outreach Committee may use his or her name, either as an individual or as a member of the Board, to endorse or support any candidates for election to the Board.