



## **RESNET Procedures for RESNET Board Elections**

**August 23, 2022**

With the growth of RESNET and the home energy rating industry and the growing complexity of issues facing the organization, it is critical that the RESNET Board of Directors be composed of members that are qualified, dedicated to the mission of the organization, have leadership characteristics, and have a thorough understanding of the duties of RESNET Board of Directors.

The RESNET Board of Directors has adopted the below procedures for RESNET Board Elections.

These procedures have two critical features:

- The process for nominating candidates to be placed on the ballot
- The security and transparency of the vote counting process

Section 3.03 of the RESNET By-Laws addresses the election of board members. The section states:

***Election of Directors. Members of the Board of Directors shall be elected by electronic ballot by the category of membership of the Corporation that they represent. A Nominations Committee shall be appointed by the Executive Committee to nominate candidates for the Board. The Nominations Committee shall make its recommendations to the full membership at least forty-five (45) days prior to the beginning of the new term of office. Members have the right to nominate other candidates by e-mail notice to the RESNET Executive Director at least thirty (30) days prior to the balloting. All candidates***

***of the board shall be members of RESNET in good standing. The Executive Director shall prepare the election ballot.***

### RESNET Board Candidate Nomination Process

The RESNET Board candidate nomination process is:

- Candidates for the Board must nominate themselves.
- All Board candidates must complete and sign the “Potential Sources of Bias / Conflict of Interest and Statement of Affiliations and Interests for Candidates for the RESNET Board of Directors Form”.
- All Board candidates must complete the RESNET Board Candidate Questionnaire.
- The RESNET Board Nominations Committee will ensure that all candidates are members of the RESNET membership category they wish to represent and properly completed the Potential Sources of Bias / Conflict of Interest and Statement of Affiliations and Interests for Candidates for the RESNET Board of Directors Form and RESNET Board Questionnaire.
- The candidates that the Nominations Committee find to be eligible to stand for election and the results of candidate surveys and disclosure form will be included with the electronic ballot.

The RESNET Board Nominations Committee shall be appointed by the RESNET Board Executive Committee and be composed of:

- A member of Executive Committee who is not running for re-election (who shall serve as the chair of the committee).
- Members of Board of Directors who are not candidates for re-election.
- Members of the general membership not serving on the RESNET Board who are not candidates for the Board whose memberships are in good standing.

## Candidate Listing on RESNET Board Election Web Site

RESNET will update its website with a page dedicated to the RESNET Board Elections.

The webpage will include:

- The online candidate application form.
- The timelines of the election including nomination and voting deadlines.
- Listing of candidates and their candidate statements and completed “Potential Sources of Bias / Conflict of Interest and Statement of Affiliations and Interests for Candidates for the RESNET Board of Directors Form”.

## Member Voting Reminders

RESNET will send direct e-mails to all eligible voters as reminders of the deadline for voting and a link to access their online ballot.

## Security and Transparency of the Vote Counting Process

RESNET will use an online-process for voting. All eligible voting members are sent an e-mail message that contains a unique link for the member to an online ballot. Once a vote is casted, the vote is automatically tallied by the web site. This process ensures that only the eligible voting member can cast his/her ballot, that a member can only vote once and that there is no “gaming” of vote totals. RESNET staff has no ability to alter votes and are not involved in the counting of votes.

Votes for RESNET Board of Directors election will be tallied and posted at the close of voting.