

UNITE HERE, LOCAL 40

NOTICE OF NOMINATIONS AND ELECTION

In accordance with Article V Section 4 of the Local 40 Bylaws, this is formal notification that nominations for the positions listed below will be called for at a nominations meeting.

The nominations meeting will be held at the following place and time:

DATE: Friday, August 11, 2023
TIME: 5:00 p.m.
PLACE: SFU Harbour Centre: 515 W. Hastings Street, Vancouver

The following positions will be open for nominations:

- President/Administrator and Delegate to the UNITE HERE Convention
- Financial Secretary-Treasurer and Delegate to the UNITE HERE Convention
- Vice President and Delegate to the UNITE HERE Convention
- 3 Trustees
- 13 Regional Executive Board Members (as described in Article IV Section 1 of the bylaws)
- Delegates & Alternates to the UNITE HERE International Union Convention(s)

To be eligible to be nominated for office, a member must have been an active member of Local 40 in continuous good standing for a period of 12 calendar months immediately preceding nominations and no member may be eligible to be nominated to any office in this Local Union unless he/she is (a) employed or available for employment in the jurisdiction of this Local Union and, in the case of Regional Board Members, is employed or available for employment in the applicable geographic zone; or (b) is an officer or employee of the Local Union or the International Union (as outlined in Article V Section 3(c) of the bylaws).

To be eligible to run for one of the UNITE HERE Convention delegate or alternate positions, a member must have been an active member of Local 40 in continuous good standing for a period of 12 calendar months immediately preceding nominations. Nominations will be accepted for 12 delegates and 8 alternate delegates. If Local 40 is entitled to fewer delegates than those elected, delegates will be sent to the convention in the order of the number of votes received or if there are no contested positions, in the order of nomination. If Local 40 is entitled to more delegates than those elected, or if any regular delegates are not able to attend the convention, alternate delegates will be sent to the convention in the order of the number of votes received, or if there are no contested positions for alternate delegate, in the order of nomination.

To be nominated for office or as a delegate or alternate to the UNITE HERE Convention, a member must be present at the nominations meeting or have submitted a statement to the Financial Secretary-Treasurer prior to nominations, indicating their willingness to accept the nomination for the office for which their name is proposed. Written statements can be sent via mail (UNITE HERE Local 40, #1812 – 1177 Hastings St. W., Vancouver BC V6E 2K3), email (dklainbaum@unitehere40.com), or dropped off in person. Written statements should be received by **5:00 p.m. on Friday, August 11, 2023**.

Any request to run as a slate must be submitted in writing to the Secretary-Treasurer no later than 12pm on August 25, 2023, and must include candidates for at least 2/3 of the offices (not including the positions of delegate and alternate to the UNITE HERE Convention) and at least seven candidates for Executive Board and two candidates for Trustee. Convention delegates may be included on a slate, but this is not required.

If you are interested in running for office, and want to determine your eligibility in advance, please call 604-360-0507 and ask to speak with the Chair of the Elections Committee.

To be eligible to vote, a member must be an active member, in good standing as of August 1, 2023, to receive a ballot.

The election is conducted by in-person voting in Vancouver, Richmond, Burnaby, and Surrey, and by mail ballot everywhere else. Voting will be held on **Thursday, September 28, 2023, from 7 am to 7 pm**, at the following locations:

Vancouver: UNITE HERE Local 40, 1812 – 1177 Hastings St. West
Richmond: Executive Hotel Vancouver Airport: 7311 Westminster Hwy
Burnaby: Hilton Metrotown Hotel: 6083 McKay Ave
Surrey: Sheraton Guildford Hotel: 15269 104 Ave

Mail ballots will go out by September 5, 2023. Make sure that Local 40 has your accurate, up-to-date address. Ballots must be received in the P.O. Box reserved for this purpose no later than 1:00 p.m. on September 28, 2023.

If you do not receive a mail ballot, or if you live in Vancouver, Richmond, Burnaby, or Surrey and want to request a mail ballot, please call 604-360-0507 or email election@unitehere40.com.

Article V from the Local 40 Bylaws has been reproduced for your information on the reverse page.

In Solidarity,



Zailda Chan
President
UNITE HERE, Local 40



David Klainbaum
Financial Secretary-Treasurer
UNITE HERE, Local 40



ARTICLE V

NOMINATION AND ELECTION

Section 1. The election of officers shall be held in the month of September 2023, and every five years thereafter, among the members in good standing in this Local Union. No write-in votes shall be permitted. The election shall be conducted by secret ballot and the candidate receiving the highest number of votes for each office shall be declared elected.

Section 2. A reasonable opportunity shall be given to the members to nominate candidates for office. Nominations of officers shall be received in the month of August 2023, and every five years thereafter.

Section 3.

- (a) In order to be eligible to be nominated for office, a member must have been an active member of Local 40 in continuous good standing for a period of 12 calendar months immediately preceding nominations.
- (b) In order for any member to be eligible to be nominated for office in this Local, they must be present at the nominating meeting or have submitted a written statement to the Financial Secretary-Treasurer prior to the opening of nominations, indicating their willingness to accept the nomination for any office for which their name is proposed.
- (c) No member may be eligible to be nominated to any office in this Local Union unless they are employed or available for employment in the jurisdiction of this Local Union and, in the case of Regional Board Members, are employed or available for employment in the applicable geographic zone; or are an officer or employee of the Local Union or the International Union.
- (d) Trustees are not permitted to accept full time employment with this Local Union unless they resign their position as a Trustee of the Local Union. Retired members will be eligible to run for the position of Trustee only.

Section 4. The Financial Secretary-Treasurer, not less than 15 days prior to the date of nominations, shall mail to each member in good standing to their last known home address a notice of the offices to be filled and the time, date, place and manner of submitting nominations. The notice shall bear the signatures of the President- Administrator and the Financial Secretary-Treasurer.

Section 5. An Election Committee of five, the majority appointed by the President- Administrator and the minority appointed by the Financial Secretary-Treasurer, shall take charge of the election and provide safeguards to ensure a fair election. No candidate for office or any officer serving out their term of office shall be eligible to serve on the Election Committee. The Election Committee shall determine the eligibility of all candidates and their decision shall be subject to appeal to the General President.

The Election Committee shall also determine the eligibility of all members of the Local to vote in the election and shall make appropriate arrangements to permit members whose eligibility is in doubt to cast a challenged ballot.

- (a) All active members of this Local, who are in good standing as of the first day of August immediately preceding an election, are eligible to receive a ballot.
- (b) The election shall be conducted by in-person balloting in Vancouver, Richmond, Burnaby, and Surrey, and by mail ballot everywhere else. Members who work in Vancouver, Richmond, Burnaby, and Surrey who wish to vote by mail shall be provided a mail ballot upon request.
- (c) The Election Committee shall be responsible for having the ballots printed and mailed to all members eligible to receive mail ballots. Each ballot shall be numbered with the heading, UNITE HERE Local 40, Official Election Ballot." Below the heading shall be a perforation so that the top of the ballot, containing the number, can be torn off and kept by the Election Committee.

During the month of September 2023, and every five years thereafter, the Election Committee shall mail, at least 21 days prior to the date of the election, to each eligible member, an envelope marked "Local 40 Election Ballot." Said envelope shall contain a ballot, an official ballot envelope of Local 40 and a return envelope, which shall be addressed to "Election Committee, P.O. Box #____, Vancouver, British Columbia. The ballot envelope shall be marked "Election Ballot" and the return envelope shall be marked "Local 40 Ballot Return."

The Chairman of the Election Committee shall obtain a special post office box in the name of "Local 40 Election Ballots." The Election Committee shall obtain the return envelopes from the post office box, remove the ballot envelopes from the mailing envelopes and shall deposit the ballot envelopes in the ballot box. Ballot envelopes addressed to the Election Committee's post office box must be received no later than the election date in order to be counted in the election. On the date of the election, the ballots shall be removed from the ballot envelopes and counted.

Section 6. All candidates shall have the right to have an observer at the meetings of the Election Committee and at the counting of the ballots. All candidates may have an observer accompany the member(s) of the Election Committee who pick up the ballots from the post office box and return them to the ballot box. All observers must be active members of the union in good standing.

Section 7. The votes cast by members of this Local shall be counted and the results for each office shall be announced and published separately. The Financial Secretary-Treasurer shall preserve for one year the ballots and all other records pertaining to the election.

Section 8. The installation of all officers- elect shall take place within one month following the election. If any officer-elect fails to make an appearance at the installation, they shall forfeit the office to which they were elected unless they have been excused by the Executive Board because of illness or other justifiable reason.