

## IN-PERSON ELECTIONS; NOMINATING COMMITTEE AND SELF-NOMINATIONS; AND ABSENTEE BALLOTS

*The Board will follow the following procedures in developing candidates for Board of Director vacancies, receiving nominations, and conducting the election of Directors.*

1. [Nominating Committee](#). At least 120 days prior to each annual meeting, the Chair of the Board of Directors will appoint a Nominating Committee, recommended to be not less than three members, to screen candidates and recommend nominees.
2. [Candidate Information](#). Members may email the Assistant Corporate Secretary at [board.corporate.secretary@ncsecu.org](mailto:board.corporate.secretary@ncsecu.org) to request a State Employees' Credit Union (SECU) Director Candidate Questionnaire, Certification of Information, Notification and Authorization Form for Employment Consumer Report, Certification of Candidacy and Willingness to Serve, and Applicant Voluntary Self-Identification (together, the "Candidate Package") and submit them to SECU by the deadline in the current year Election Procedures Schedule for forwarding to the Chair of the Nominating Committee.
3. [Change in Election Procedure](#). In any year for which the Board modifies its election procedures, proper notice will be provided to all members at least 180 days prior to the annual meeting. Such notice will indicate that the Board has modified its election procedures and disclose the change in procedures. The notice will be published in SECU branches and posted on the website, [www.ncsecu.org](http://www.ncsecu.org).
4. [Nominations Process](#). The Nominating Committee will nominate one member for each vacancy, including any unexpired term vacancy, for which elections are being held. The Nominating Committee will collect and review background information of all candidates considered. The Nominating Committee may choose to meet with any potential candidates. The Nominating Committee must confirm that nominees of the Nominating Committee are (i) eligible to hold a director position (member of the Credit Union, aged 18 years or older, and not convicted of (or entered into a pretrial diversion for) a disqualifying offense under applicable law), (ii) possessing the skills, experience and capabilities best suited for the role, (iii) agreeable to having their name placed in nomination, and (iv) willing and able to serve, if elected.
5. [Filing of Committee Nominations](#). At least 60 days prior to the annual meeting, the Nominating Committee, or its designee, shall (i) notify each candidate whether the candidate was selected by the Nominating Committee, (ii) file its nominations with the Corporate Secretary of the Credit Union, or his or her designee, and (iii) notify all members of the nominations by publishing them in SECU branches and posting them on the website, [www.ncsecu.org](http://www.ncsecu.org).
6. [Self-nominations](#). Self-nominations may be made only by those who sought, but did not receive, nomination by the Nominating Committee. For a self-nomination to be valid and be included on the ballot, the member must have submitted a completed Candidate Package for consideration by the Nominating Committee by the deadline in the current year Election Procedures Schedule. The notification to each candidate not selected by the Nominating Committee shall include a copy of the Official Nominating Petition for State Employees' Credit Union Board of Directors for the current election year (the "Official Nominating Petition"). Each member wishing to self-nominate must deliver (as described below) an Official Nominating Petition with valid signatures from at least 500 unique members aged 16 years or older with requested evidence confirming membership in SECU. The Official Nominating Petition must include the member name, telephone number, member address, signature and date of signature for each member supporting the candidate to count as a valid signature. Only signatures on the Official Nominating Petition will be accepted. No electronic, facsimile or other digital

representation of signatures will be accepted. Joint petitions or petitions in support of more than one member will not be accepted. To avoid disruption to SECU's business and in furtherance of member privacy, solicitation of petition signatures on SECU property or at SECU events is prohibited. Valid signatures will be verified against the Credit Union's membership list to ensure the Official Nominating Petition meets the minimum 500 member signature requirement. Delivery of the Official Nominating Petition shall be made (i) by emailing a statement of intent to self-nominate with the completed Official Nominating Petition attached as a .pdf file to the email address designated for Petition delivery on the Official Nominating Petition by the required date in the current year Election Procedures Schedule (the "Petition Deadline"), or (ii) by sending via national overnight delivery service or hand delivery the completed Official Nominating Petition to the mailing address designated for Petition delivery on the Official Nominating Petition by the Petition Deadline. Candidates must maintain the original completed Official Nominating Petition and shall deliver such original via national overnight delivery service or hand delivery to the mailing address designated for Petition delivery within three (3) business days of SECU's written request to do so if made at any time prior to the annual meeting. Failure to deliver the Official Nominating Petition in the manner and by all applicable deadlines set forth in this section will render such Official Nominating Petitions invalid. Such Official Nominating Petitions will not be accepted and such members will not appear on the ballot.

7. [Statement of Background](#). Information provided in the Candidate Questionnaire will be used to create a Statement of Background for that nominee. The Statement of Background will be posted on SECU's website, [www.ncsecu.org](http://www.ncsecu.org), as described below and otherwise distributed as described below. Candidates will be asked to provide information on their employment or retirement status, educational background, experience serving on boards, volunteer experience, and duration of their SECU membership. The Nominating Committee reserves the right to exclude answers, or portions thereof, that are defamatory, exceed the word length, or fail to respond to the question posed.
8. [Announcement of All Nominees](#). The notice of annual meeting will identify both self-nominees and nominees of the Nominating Committee and will be posted in Credit Union branches and on SECU's website, [www.ncsecu.org](http://www.ncsecu.org) at least 45 days prior to the annual meeting. If there are more candidates on the ballot than vacancies to be filled, the ballot will identify whether the nominee is an incumbent and whether the nominee was nominated by the Nominating Committee or self-nominated. If there are more candidates on the ballot than vacancies to be filled, the Statement of Background of each nominee who submitted the requested information will be posted and may also be made available along with or as part of the ballot for voting.
9. [Voting](#). Any member eligible to vote may vote either absentee or at the annual meeting, as described below.
  - a. [Absentee Voting](#). If there are more candidates on the ballot than vacancies to be filled, each member may cast an absentee vote. Absentee votes may be cast online or by returning a paper absentee ballot. Paper absentee ballots (or instructions for requesting a paper absentee ballot) and instructions for casting a ballot will be included in the notice of the annual meeting. All absentee votes must be cast by the last day of the absentee voting period noted on the current year Election Procedure Schedule. Paper absentee ballots must be postmarked by the last day of the absentee voting period noted on the current year Election Procedure Schedule and received by the date that is three days after the last day of the absentee voting period noted on the current year Election Procedure Schedule. Tellers appointed by the Board Chair will tabulate the absentee votes prior to the annual meeting. If there is only one validly nominated candidate for each position to be filled, no absentee voting will be held.



- b. [Annual Meeting Voting](#). If there are more candidates on the ballot than vacancies to be filled, the names of the candidates will be placed before the membership. Tellers will be appointed by the Board Chair, and the vote will be taken using electronic devices and tallied by the tellers. (If there are technical issues preventing the use of electronic devices, voting at the Annual Meeting may be conducted by paper ballot.) The tally of votes cast at the Annual Meeting will be added to the absentee ballot preliminary results and the final results will be announced. The directors shall be elected by a plurality of the votes cast. If there is only one validly nominated candidate for each position to be filled, in lieu of casting votes electronically, the Chair may take a voice vote or declare each nominee elected by general consent or acclamation at the annual meeting. In the event the annual meeting is held virtually, virtual voting may be available.
10. [Floor Nominations](#). Because these policies and procedures provide for nomination by petition from the membership in lieu of nominations from the floor, nominations will not be allowed from the floor.
11. [Voting Eligibility](#). Only persons who are members aged 16 years or older as of the date of the notice of the annual meeting may cast an absentee ballot. Only persons who are members aged 16 years or older as of the date of the annual meeting may cast an in-person ballot at the annual meeting. Each eligible member may cast only one ballot per election year.
12. [Tabulation](#). When tabulating the ballots, tellers shall count any votes on “undervote” ballots (ballots where the number of choices selected by the member on the ballot is less than the number of vacancies to be filled), but discard all votes on “overvote” ballots (ballots where the number of choices selected by the member on the ballot is more than the number of vacancies to be filled). The tellers shall count the votes on the first ballot successfully cast by a member; any subsequent votes cast by the member shall be void and discarded.

## 2024 Board of Director Election Procedure Schedule

Activity	Days Prior to Annual Meeting	Date
Notice given to membership of any change in these Election Policies and Procedures	183	April 8
Notice of Election Procedures posted in SECU branches and on SECU website, <a href="http://www.ncsecu.org">www.ncsecu.org</a> and Candidate Package (the Director Candidate Questionnaire, Certification of Information, and Notification and Authorization Form for Employment Consumer Report) made available.	153	May 8
Deadline for receipt by the Corporate Secretary of SECU of the Candidate Package from interested candidates.	123	June 7
Chair appoints Nominating Committee (if not already appointed)	120	June 10
Nominating Committee files nominations with Corporate Secretary of SECU and notifies membership of nominations.	81	July 19
Deadline for receipt of self-nominations via Official Nominating Petitions	60	August 9
Annual meeting notice/Candidates/Annual meeting rules of conduct posted in SECU branches and on <a href="http://www.ncsecu.org">www.ncsecu.org</a> .	46	August 23
Absentee voting period begins	35	September 3
Absentee voting period ends	7	October 1
Annual meeting/Election (for those not voting previously)	0	October 8