

# QLIA Absentee Voting Procedures

Thank you to everyone who came out to vote on January 25, 2025 at the Spider Lake Township Hall. The vote approved absentee voting and the following are the Absentee Voting Procedures and Open Seat Candidate Procedures:

## QLIA Absentee Voting Procedures - 1/30/2025

### Eligibility to Vote:

- Only members with a currently paid membership are eligible to vote.
- Members may vote **in person** or **by absentee ballot**.
- **Membership dues are due on January 1st** each year.
- Membership can be paid in advance or on the day of the vote/election for in-person voting.

### Requesting an Absentee Ballot:

- A **paid member** may request an absentee ballot **up to 60 days before an election or meeting where a vote will take place**.
- When requesting a ballot, provide the **mailing address** where the ballot should be sent.
- **Only one ballot per paid member** will be issued.
- Requests for absentee ballots should be sent to the **QLIA Treasurer, Perry Cowan, at pncowan@gmail.com. You will receive an email acknowledgement.**
- Requests will be accepted **within the 60-day period** before the election.

### Mailing Envelope to the Voter:

- The mailing envelope sent to the voter will include:
  - The return envelope
  - Voting instructions
  - The ballot
- **Voting members are responsible for providing their own postage.**

### Returning an Absentee Ballot:

- It is the voter's responsibility to ensure the completed ballot is **returned on time** to be counted.
- The return envelope will be clearly marked with the **required return date**.
- **Recommended mailing timeline:** Allow **at least 2 weeks** for the ballot to arrive at your residence **and 2 weeks** for return delivery.
- Ballots should be mailed back in the **pre-addressed envelope provided**, ensuring arrival **by the deadline indicated**.

### Ballot Submission Options:

- Absentee ballots must be signed, dated, and recorded by the QLIA Board and then mailed to the specific member who requested them.
- Completed ballots may be returned via:
  - USPS mail using the provided return envelope. Voting members are responsible to provide their own postage.
  - Hand delivery to the current Treasurer.
  - Hand delivery to the polling place on the day of the vote/election, anytime before the meeting adjourns.
- Sealed absentee ballots may be delivered by the voter or a relative in the provided return envelope.
- The sealed absentee ballot must be handed to a board member and checked in.
  - Absentee ballots will be checked in upon receipt and verified.
  - The return envelope will remain unopened until the day of the vote or election.
  - The ballot will be placed in the ballot box directly from the return envelope.
  - All ballots will be counted in front of the membership by individuals or volunteers consisting of 2 people counting and 2 people observing.

## VOTING GUIDELINES WILL NOT BE PART OF THE QLIA BY-LAWS AS THEY ARE SUBJECT TO CHANGE FOR SOME OF THE FOLLOWING REASONS:

- Improvements
- Amendment of Dates
- Timelines and Procedures
- Changes must be voted on by the current QLIA Board no later than 75 days prior to a vote or election to change guidelines.

*The Quiet Lakes*

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