

## **ELECTION BOARD BYLAWS**

**Approved: March 22, 2021**

**Sec. 1.1 Judge:** The Election Board ("Board") shall select a Judge who shall conduct and facilitate meetings of the Board. In the absence of the Judge, the Marshall shall conduct and facilitate meetings of the Board. In the absence of the Judge and Marshall, a Board Member designated by the Board shall conduct and facilitate meetings of the Board.

- (a). **Election Board Members:** When members are appointed to serve on the Hualapai Tribe Election Board, each member shall sign a confidentiality agreement.

**Sec. 2.1 Meetings:** The Judge shall set the dates, times, and locations of Board meetings in consultation with the Board. Notice of Board meetings shall be provided to each Board Member.

- (a). **Election Board Meeting Attendance:** The Election Board Members are required to attend all election board meetings.
- (b). **Excused Absence:** Board Members shall provide notice to the Secretary if he/she is going to be late and/or unable to attend a scheduled meeting.
- (c). **Unexcused Absence:** Board Members who fail to notify the Election Board Secretary of a late arrival late to a meeting or of the inability to attend a meeting shall be deemed to have committed an unexcused absence.

**Sec. 3.1 Agenda:** The Judge shall develop a draft agenda for each Board meeting. At the beginning of each meeting, the Board shall review, modify (if necessary), and approve the agenda for the meeting.

**Sec. 4.1 Quorum:** Four members of the Board shall constitute a quorum. A quorum of the Board shall be required to conduct official business.

**Sec. 5.1 Debate:** Common courtesy shall be observed at all times. Once recognized by the Judge, a Board Member shall be permitted to speak without interruptions. The Judge shall maintain order at all times. Debate should focus on the issue under consideration. There will be no time limit on discussion or debate; however, the Judge may limit prolonged discussion, or discussion on an unrelated topic, on a case-by-case basis. Once an issue has been decided, it shall not be revisited unless the Board decides to revisit the issue.

**Sec. 6.1 Decision Making:** All decisions of the Board shall be made by a majority vote of those Members in attendance. Proxy voting is prohibited. Only official Board Members will be permitted to vote on matters before the Board.

- (a). **Other Matters Decided by the Election Board.** The Election Ordinance of the Hualapai Tribe shall control all aspects of elections conducted by the Tribe exclusive of any Federal or State laws. Any other election matters not specifically

addressed in the Election Ordinance shall be decided by the Election Board. The decision of the Election Board shall be final.

**Sec. 7.1 Confidentiality:** The Board shall conduct all elections in a fair and impartial manner. Each Board Member shall keep all Board proceedings, discussions, and decisions that have not been publically reported or published strictly confidential

**Sec. 8.1 Minutes:** A Recording Secretary shall take the minutes of all Board meetings and shall distribute the minutes to the Board for review and approval.

**Sec. 9.1 Public Attendance:** In order to maintain the integrity of the election process, Board meetings will not be open to public unless otherwise designated by the Board.

**Sec. 10.1 Reports:** The Board shall make periodic progress reports to the Tribal Council. The Board may conduct public hearings on proposed Rules developed by the Board.

**Sec. 11.1 Amendments:** The Board may amend these Bylaws at any time.