



The Jags Foundation – Election Rules and Guidance 2024

Approved by the TJF Board on Tuesday 2nd March 2024

1. Background

- 1.1 The Jags Foundation (TJF) is a democratic members organisation. The TJF Board currently consists of nine directors, eight of whom were most recently elected in either the 2022 or 2023 elections. There is currently one co-opted director.
- 1.2 Elected directors normally serve a maximum term of office of three-years. Directors may also relinquish office early, or their maximum term of office may be shorter than three years, where provided by either the Articles of Association or the Election Rules.
- 1.3 Co-opted directors serve until the next Annual General Meeting, whereafter they must retire or seek election.

2. The retiring directors

- 2.1 The elected terms of office of Andrew Holloway, Ian Mackinnon and Heather Iona Holloway and the co-opted term of Derek McLeish (the “retiring directors”) will formally expire at the 2024 Annual General Meeting (AGM). The AGM is expected to take place on **Thursday 6th June 2024**.
- 2.2 Retiring directors may stand for election.

3. The election timeline

- 3.1 The election period will commence on **Wednesday 1st May 2024 at 12.01am**.
- 3.2 Each member will have until **Wednesday 15th May 2024 at 11.59pm** to submit their nomination to be a candidate in the election, or to withdraw their nomination.
- 3.3 All valid nominations will be announced on **Thursday 16th May 2024**.
- 3.4 Ballots for the election will be issued no later than **Wednesday 22nd May 2024**.
- 3.5 All ballots must be submitted no later than **Wednesday 29th May 2024 at 10.00pm** to be valid and counted.
- 3.6 The results will be announced at the TJF AGM on **Thursday 6th June 2024**. At that meeting, the successful candidates will be formally appointed as directors of TJF.

4. Oversight of the election

- 4.1 The election process will be administered by Graeme Cowie (the “Returning Officer”). He will be responsible for ensuring that the relevant rules are adhered to and will rule on any disputes that may arise as to the interpretation of the rules or the conduct of the elections.
- 4.2 The ballot will be conducted using [ChoiceVoting](#), an online voting platform. It operates using an automated secret ballot, generating and sending a unique voter ID and key, which is then emailed to each member.

5. Standing for election

- 5.1 Only members of TJF can stand for election. A nomination will be rejected if the relevant individual is not a member of TJF at the beginning of the election period (i.e. on **Wednesday 1st May at 12.01am**). Whether or not you are a member can be clarified by contacting the Returning Officer at secretary@thejagsfoundation.co.uk.
- 5.2 A member is ineligible to stand for election if they are, or become, prohibited by law from becoming a director of the company. If the Returning Officer reasonably believes this applies to a member, he may reject their nomination or otherwise disqualify them from the elections.
- 5.3 All members will be sent an email link, shortly after the election period commences, to the nomination form, which they must complete if they wish to be a candidate. The form will include the opportunity to make a personal statement (of up to 200 words) and to provide a portrait-style photograph. These will appear on the ChoiceVoting ballot and will be displayed on the TJF website from the close of nominations until the AGM.
- 5.4 The Companies Act 2006 and the Articles regulate the conduct of TJF directors. By submitting the nomination form, a candidate acknowledges these legal obligations and agrees to abide by them if elected.
- 5.5 In November 2022, the TJF Board of Directors adopted a [Social Media Policy](#). This governs the social media conduct of directors. By submitting the nomination form a candidate acknowledges and agrees to abide by the Social Media Policy if elected.
- 5.6 All members are reminded of the [Membership Rules](#).

6. The franchise and the voting system

- 6.1 All TJF members as of **Wednesday 1st May 2024 at 12.01am** will be eligible to vote in the elections.

- 6.2 The electoral system used will be [Approval Voting](#). A maximum of four candidates may be endorsed on a member's ballot.
- 6.3 When the polls close, candidates will be ranked based on the number of votes received. The three candidates with the most votes will be duly elected and appointed as directors of TJF for a three-year term and the candidate with the fourth most votes will be duly elected for a one-year term. In the event of a tied vote, lots will be drawn to distinguish between the candidates.

7. [Conduct in the election](#)

- 7.1 Candidates may canvass support via social media. This should strictly be in support of their candidacy and should not include any derogatory comment about other candidates, anyone involved with TJF, or the Football Club.
- 7.2 In particular candidates must refrain from:
- (a) defaming any candidate, the TJF Board, any TJF director(s) or any third-party;
 - (b) harassing, bullying, or unlawfully discriminating against any candidate, the TJF Board, any TJF director(s) or any third-party;
 - (c) making false or misleading statements; or
 - (d) impersonating any other candidate, TJF director(s) or third-party.
- 7.3 Reasonable criticism will, obviously, be permitted in the course of the campaign. However, the boundaries between reasonable criticism and personal abuse must be recognised and respected by all candidates.
- 7.4 If a candidate breaches the rules on election conduct, they may be disqualified from the election.
- 7.5 We appreciate that circumstances may prevent potential TJF directors from being present at the AGM. However, we would strongly encourage all candidates to attend the AGM if at all possible. As with previous general meetings, it is intended that there will be an option for remote participation.