

Revised and Adopted July 20, 2017

**RULES OF ELECTION FOR TRUSTEE OF THE RETIREMENT BOARD OF THE
MUNICIPAL EMPLOYEES', OFFICERS' AND OFFICIALS'
ANNUITY AND BENEFIT FUND OF CHICAGO**

Under provision of Section 8-193 Chapter 40, Act 5, of the Illinois Compiled Statutes, an election will be held October 27, 2017 between the hours of 6:00 a.m. and 6:00 p.m. to fill the office of elected Trustee of the Retirement Board which becomes vacant **December 1, 2017**, by reason of the expiration of the term of a present incumbent.

An employee participant meeting the qualifications defined by the Illinois Pension Code, Chapter 40, Act 5, Section 8-193 at the time this election is held, is eligible to be a Candidate in this election. Candidates whose employment is terminated for any reason prior to **October 27, 2017**, however, shall no longer be deemed to be eligible Candidates. Any votes cast for any such terminated Candidate shall be voided.

Any employee participant as of **October 1, 2017** is eligible to vote in this election. Any employee participant who does not appear on the MEABF's master employee participation list, shall be allowed to vote, however, the ballot will be placed in a sealed envelope with the last four digits of the employee participant's social security number on the outside and the voter will place it in a secure box, so that the membership can be verified at the counting of the ballots. Voting employee participants must present a valid photo identification to be able to vote.

RULES GOVERNING THE ELECTION

1. A notice of Election stating the purpose of the election, the manner of voting, including information on the place of voting, the day of voting and the hours of voting will be distributed to all City Departments and the Board of Education by September 13, 2017. Notice of Election will also be advertised in the Chicago Sun-Times and on the MEABF's website (www.meabf.org).

The posted notice shall also include the day petitions for nomination are available, the location where they may be obtained, and when and where to file petitions.

2. There shall be an Election Committee which shall consist of the Recording Secretary, the Treasurer and Trustee McMahan of the Retirement Board. The Election Committee shall determine eligibility of Candidates, and shall certify the results of the election to the Retirement Board at the next regular meeting thereof following the counting of the votes. The Election Committee is empowered to make, alter, and enforce these rules as they deem appropriate to ensure a proper and orderly election. All matters pertaining to the election will be governed by these rules adopted by the Retirement Board. Any dispute shall be referred to the Election Committee and the findings of such Committee shall be final and conclusive.

3. Any person who desires to run as a Candidate for the office to be filled in this election may obtain the Rules of Election, Candidate Affidavits, and Nominating Petitions (“Election Packet”) between the hours of 8:00 a.m. – 4:30 p.m. beginning **September 29, 2017** from the Fund Office at 321 North Clark Street, Suite 700, Chicago, Illinois 60654 (the “Fund Office”). Completed Election Packets must be filed at the Fund Office between the hours of 8:00 a.m. – 4:30 p.m., **October 2, 2017 – October 6, 2017**. Incomplete packets will not be considered. Any Election Packets received after 4:30 p.m. on October 6, 2017 will be invalid.
4. In the event that only one eligible participant declares their candidacy in the election for Elected Trustee, the Election Committee shall declare that Candidate the winner and no election will be held. All participants will be notified of the decision.

In the event that no eligible participants properly declare their candidacy within the aforementioned time frame, all participants will be notified and a new election timetable will be established, including an extended time for Candidate registration to be determined by the Election Committee.

5. Number of Signatures and Validity of Signatures – Each Trustee Candidate shall file a petition containing the signatures of **one hundred (100)** different employee participants of the Fund. In order to be valid, each employee participant must sign the petition in his own proper person, print his name alongside his signature and provide their current work title, work location, home address and provide the last four digits of his social security number on the petition. No employee may validly sign more than one Candidate’s petition. Signatures which appear on two or more separate Candidate petitions, illegible signatures or forged signatures will be declared invalid. Any incorrect information regarding the employee’s work title, work location, home address and last four digits of his social security shall also make the signature invalid. Signatures will be validated by the Fund staff or election personnel by matching each signature and accompanying information to existing, signed documents in the possession of the Fund. If the Fund is not in possession of existing, signed documents, signatures will be considered invalid.
6. Candidates will be listed on the ballot in the order in which completed election packets are received. In the event that two or more Election Packets are filed at the same time, a lottery will be held on **October 9, 2017** at 2:00 p.m. at the Fund Offices to determine the order in which the names of the Candidates, whose eligibility to run has been confirmed by the Election Committee, shall appear on the ballot. The lottery shall be conducted under the supervision of the Election Committee, a member of the Committee, or, per their direction, the Executive Director of the Fund. Each Candidate shall be entitled to be present himself, herself, or through a representative designated by the Candidate.
7. On **October 16, 2017**, the Election Committee, a member of the Committee, or, per their direction, the Executive Director of the Fund shall cause ballots to be printed listing the

Candidates' names in the order received or as determined by the aforementioned lottery, as applicable. A Candidate may withdraw his or her candidacy any time prior to the printing of the ballots on **October 13, 2017** by submitting a signed, written statement to the Election Committee. Candidates will be listed on the ballots by their formal names and no nicknames will be allowed.

8. Elections shall take place on the final Friday in October. This year the elections shall occur on **Friday, October 27, 2017**.
9. Each Candidate may appoint one (1) person per polling location to act as Judge of Election during the hours designated for voting and during the counting of the ballots. Judges are required to conduct themselves in an orderly manner. Each Judge shall be a member of the Fund. Names of Judges must be submitted to the Election Committee no later than **4:30 p.m. - October 26, 2017**.
10. Each Candidate may appoint one (1) person per polling location to act as a Poll Watcher during the hours designated for voting during the counting of the ballots. Poll Watchers are required to conduct themselves in an orderly manner. Each Poll Watcher shall be a member of the Fund. Names of Poll watchers must be submitted no later than **4:30 p.m., October 26, 2017**.
11. No electioneering is permitted inside or in front of the polling place or in front of the polling building in which the election is being held on the day of the election. This includes the wearing of any badge or insignia in support of any Candidate.
12. The Retirement Board of the MEABF shall hire an Independent Election Administrator (hereinafter "IEA"). The IEA will be responsible for all duties concerning the running of the physical election. The IEA's fees and duties will be determined by contract with the MEABF.
13. The votes shall be counted by the IEA or MEABF staff immediately following the closing of the polls. All ballots shall be prepared to be counted in the following manner:

Ballots will be counted immediately following the closing of the polls. At 6:00 p.m. on Election Day a Judge of Election will stand in back of the last person in line to vote. Any person in front of the Judge will be allowed to cast a ballot. Only persons inside the designated voting area and in front of the Judge of Election by 6:00 p.m. will be allowed to vote.

Observation of the Process: During the entire process of ballot counting, all Candidates may observe or designate one person as his or her representative to observe the counting process. At all times, no more than one representative of the Candidate and the Candidate

himself or herself may be present during ballot counting. The IEA will establish the area from which all representatives and Candidates will be allowed to observe.

Winner: The Candidate receiving the highest number of eligible votes shall be declared the winner by the IEA. This declaration will be made in writing to the MEABF's Retirement Board.

In the event there is a tie vote for elected trustee, there shall be a runoff election conducted pursuant to these rules on or before **November 10, 2017**, and the winner thereof shall be declared the Elected Trustee.

14. Any person wishing to contest the results of the election may do so by filing a petition for an election contest hearing to the Election Committee at the Fund's Office not later than six (6) calendar days after the Election Day. The petition must be verified and set out the reasons why the declared result was incorrect. The petition must be dated and time stamped at the Fund's Office.

All voting materials will be kept until disputes are resolved.

An election contest shall be limited to the correctness of the tabulation issued by the IEA, and shall not permit relief by means of a new election.

The decision of the Election Committee shall be transmitted to the Board for final resolution thereon at the Retirement Board's next regular meeting or special meeting. The Board may accept the Election Committee's decision, reject it or remand it for further hearing.