



GENERAL ELECTIONS GUIDELINES 2023

Liberian Association of Metropolitan Atlanta (LAMA) Atlanta, Georgia

The Independent Elections Commission of the Liberian Association of Metropolitan Atlanta (LAMA) herewith announces the following schedules for LAMA's General Elections slated for November 12, 2023, the second Sunday of November 2023.

1. VACANT POSITIONS AND TERMS

	<u>FEES</u>
1. Executive Director (2-year term)	\$150.00
2. Assistant Executive Director (2-year term)	\$120.00
3. Board position 1 (3-year term)	\$150.00
4. Board position 2 (3-year term)	\$150.00
5. Board position 3 (3-year term)	\$150.00
6. Board position 4 (3-year term)	\$150.00
7. Board position 5 (3-year term)	\$150.00

2. GENERAL ELECTIONS TIMETABLE AND SCHEDULE

1. **Application submission by candidates:** September 30, 2023 – October 15, 2023
2. **Elections Commission review of applications:** October 16, 2023, at 6:00 pm
3. **Successful candidates will be informed by email on:** October 18, 2023
4. **Campaigning begins:** October 19–November 11, 2023. (*Note: There will be no campaigning on the day of the elections*)
5. **Voting** commences on Sunday, November 12, 2023, from 2:00 pm – 7:00 PM, and will be on-site and online. (*Details to be announced later*).
6. **Registration** – All eligible voters must meet all voting qualifications by 5:00 PM EST on November 10, 2023, to be permitted to vote on November 12, 2023. No members will be allowed to vote if the qualifications are not met by 5:00 PM EST on November 10, 2023.

3. QUALIFICATION FOR CANDIDATES

All qualifications will comply with the Constitution and Bylaws. Candidates must:

1. Be a qualified member of LAMA in accordance with the Constitution and Bylaws.
 - Membership by Liberian Birth, Naturalization, Descendent, or Marriage.
2. Be a member of LAMA for at least one year.
3. Be a member in good financial standing (current with their dues up to November 2023).
4. Not be a convicted felon.
5. Have not participated in any action which may have brought the Corporation into disrepute.



6. Have not received any disciplinary measures from LAMA.
 7. Have not exhibited any form of hostility towards the Executive Leadership or the Board of Directors.
 8. Behavior has not caused any financial loss to the organization.
 9. Be at least a High School Graduate.
 10. Have demonstrated leadership qualities, especially in the area for which he/she seeks to be elected.
 11. Complete and submit application requirements at: LAMA2023Election@gmail.com.
 12. Have a valid telephone number and email address.
 13. Be a Georgia resident.
 14. Be legal residents of the US (Green Card or U.S. Citizens).
 15. Must complete a criminal background check ([Georgia Bureau of Investigation Criminal History Record](#)), and said report must be verified by the Elections Commission and by the Board of Directors of LAMA.
15. The Elections Commission shall render a decision as to the qualification or non-qualification of candidates within two weeks of the date of submission of the said application.
16. Campaigning shall begin immediately upon qualification of all candidates, but not before October 19, 2023.
17. The Commission shall publish all requirements for the respective elected positions.
18. In the event that no qualified candidate is certified for any particular position, the incoming Executive Director may appoint acting candidates to those positions with confirmation by the Board of Directors, until special elections are held per the Bylaws.

3.1. Application Requirements: You must submit the following to: LAMA2023Election@gmail.com. All incomplete applications will be automatically denied.

- **2023 LAMA Candidacy Application.**
- **2 passport-size photos**
- **A resume containing the history of your community service.**
- **Proof of application payment**

Application fees for open positions must be made via:



Zelle at finance@liberianassociation.org



Cashapp at [\\$lamageorgia](#)

Evidence of payment must be submitted with the application.



*** All Application Fees are NON-REFUNDABLE***

3.2. Submission of Applications:

All applications must be emailed to LAMA2023Election@gmail.com no later than 11:59 p.m. on October 15, 2023.

4. QUALIFICATION FOR VOTERS

All qualifications will be in consonance with the Constitution. Candidates must:

1. Be a qualified member of LAMA in accordance with the Constitution and Bylaws.
 - Membership by Liberian Birth, Naturalization, Descendent, or Marriage.
2. Be a member in good financial standing (current with their dues up to November 2023).
3. Attend two (2) consecutive general body meetings.
4. Be a Georgia resident.
 - a. Must provide proof of Georgia residence.

5. ELECTION DAY PROCEDURE

1. Elections Commission members will assemble no later than 1:00 p.m. on the day of the elections.
2. There will be no debate between candidates.
3. Voting will be held from 2:00 p.m. - 7:00 pm.
4. Results will be announced by 9:00 PM.
5. The Chairperson of the Elections Committee will deliver the report of the election results to the Executive Director of LAMA and the Board of Directors. The election results shall be posted electronically as soon as possible following the election.

6. PRINTING OF BALLOTS AND ACQUISITION OF BALLOT BOXES

6.1. The Elections Commission shall determine the format of the ballot, the quantity, and who shall be authorized to print and secure the ballot.

6.2. A sample ballot shall be put on display at least 1(one) day prior to the Election for voter education purposes.

6.3. For the purpose of a transparent election, the ballot box(es) acquired by the Commission must be transparent. Voters, observers, and monitors must be able to see through the ballot before, during, and after the voting process. The box must be locked, and the keys must be in the sole custody of the Chairman of the Elections Commission or his designate.

6.4. In the case of a virtual elections process, the Elections Commission shall vet a credible method to allow members to vote virtually (digitally).



7. VOTING BY SECRET BALLOT

7.1. The casting of all votes during the Election shall be by secret ballot; except for voters who are unable to read and write. In such cases, they shall be assisted by a commissioner in the presence of all the monitors and observers accredited to the Elections.

7.2. A separate line for voters who cannot read and write shall be established. The commission shall make certain that voter education is thoroughly conducted prior to Casting the vote in order to avoid confusion.

7.3. Only one person at a time shall be permitted into the voting booth. The special line for illiterate voters shall be at least twenty feet apart from the literate voters and must have its own ballot box, and each illiterate voter shall be given a special ballot with the picture of each candidate and a box near each picture to allow the illiterate voter to mark an "X" or a thumbprint. In the presence of observers and monitors, a commissioner shall explain the process to the voter before allowing him/her to go into the voting booth unaccompanied.

7.4. No election authority or voter shall interfere or be allowed to accompany any voter to the voting booth and the ballot box.

7.5. Upon casting his/her vote, a voter shall be required to vacate the voting area. No unauthorized person shall be permitted within one hundred feet of the voting area. Anyone found loitering within the designated area shall be turned over to the law enforcement authority.

8. ELECTION DAY VENUE OR PRECINCT

8.1. The 2023 LAMA General Elections shall be held on Sunday, November 12, 2023, beginning at 2:00 p.m. EST and ending at 7:00 p.m. EST.

8.2. Depending on the anticipated voter turnout, the Commission is authorized to select an appropriate and spacious venue or precinct comprising a large auditorium and parking lot to ensure safety, security, and integrity on the day of the elections. Where necessary, the Commission shall conduct elections virtually and ensure that all registered voters have access to the platform used.

8.3. The Commission is required to announce the venue or precinct immediately after the certification of the Voters Roll and at least one month prior to the Elections. The 2023 venue for elections is:

**Eritrean Community Center
720 Hambrick Road
Stone Mountain, GA 30083**

8.4. The Elections Commission is authorized to employ staffers for the purpose of safety, security, and integrity on the day of the Elections.



9. ELECTION MONITORS AND OBSERVERS

9.1. Each candidate is permitted to designate one (1) observer of the elections during the entire electoral process; specifically, on Election Day and during the count of the ballots. ballot counting. Each representative from the candidates shall be referred to as an "Election Monitor."

9.2. The Elections Commission in conjunction with the candidates shall determine, accredit, and certify "Election Observers." For instance, observers may come from religious organizations, the African Community Association, or other community bodies that are independent and respectable.

9.3. The monitors and observers may or may not endorse or certify the results announced by the Elections Commission. However, an endorsement of the election results by the Commission, monitors and observers shall be considered a credible election.

10. COUNTING OF VOTES

10.1. The counting of the votes cast shall begin immediately after the close of the polls. All Commissioners, monitors, and observers shall remain in the hall while the ballot is counted. In the case of a virtual election, the votes will be verified digitally.

10.2. The Chairman of the Commission shall obtain a consensus for establishing the ground rules as well as preside over the counting of the ballot.

10.3. The Chairman shall ensure that the process is open, credible, and transparent.

11. CERTIFICATION OF THE RESULTS

11.1. The Chairman of the Commission upon counting the ballots and harmonizing all errors and discrepancies, shall request that all commissioners present during the Vote counting, affix their names and signatures to the official results of the election, certifying that the entire electoral process and the vote counting was free, fair, and credible.

11.2. The Chairman is required to make a statement reflecting the views of the Commissioners and the dissent during the vote counting.

12. FILING OF PROTEST

12.1. A legal basis for the filing of protest by an aggrieved candidate exists when the majority of commissioners present during the vote-counting, reject the results of the elections or there is a split decision - meaning half of those present support the results, while the other half reject the result.

12.2. Where there is a dispute of such magnitude, the Board of Directors will intervene and constitute an ad hoc Election Arbitration Commission comprising non-members of the organization who are credible individuals within the State of Georgia.



12.3. The findings of the Elections Arbitration Commission shall be binding upon all parties and shall form part of the records of the organization.

13. BASIS FOR RECOUNT OF VOTES

13.1. When the Elections Commission fails to obtain a majority vote of commissioners, monitors, and observers during the counting of the ballot or if there is a split vote, and the facts and circumstances indicate the need for a recount, the Elections Arbitration Commission shall be requested to make a determination.

13.2. For the Commission to make a determination, the aggrieved party must demonstrate that at least five of the authorized personnel were present during the counting of the ballot and refused to certify the results of the elections.

14. BASIS FOR RE-VOTING

14.1. An aggrieved party may petition the Elections Arbitration Commission for a re-vote when it can be shown that at least half or more of the authorized personnel present during the counting of the ballots refused to certify the Election results.

14.2. The findings of the Elections Arbitration Commission shall be binding upon all parties.

15. MISCELLANEOUS

15.1. In order to ensure a free, fair, and credible election, the Board of Directors shall concurrently appoint the Independent Elections Commission Arbitration Commission.

15.2. The Ad hoc Elections Arbitration Commission shall also resolve disputes between the Independent Elections Commission and certified or potential candidates for elected positions in the organization.

15.3. The policies and guidelines set forth in this document shall take effect upon the adoption of the Board of Directors.



Approved:

Mr. Layee Toure
Chairman, General Elections Commission
770-256-8189

COMMITTEE MEMBERS:

Atty. Patience Kaysee-Saydee

Dr. Kemah Diggs