

## ELECTION PROCEDURES

The Board of Directors shall at the regular meeting in October 2023 appoint an election committee. The election committee will be made up of members from the Supervisory Committee. The Supervisory Committee Chair shall act as the Judge of the Election. The Chair shall appoint an independent Auditing Firm or Electronic Mail Ballot Firm to conduct the election. The Chair may name replacements to the election committee from members of the Supervisory Committee if necessary, to assist in the election. No member of the committee shall be eligible for election to any office at the next Annual Meeting. The Supervisory Committee shall be responsible for the fair and accurate conduct of such election in coordination with an independent Auditing Firm or Electronic Mail Ballot Firm.

No member shall be elected to the Board of Directors unless he/she is a member in good standing (no charge-off/delinquency/bankruptcy, where the Credit Union has suffered a loss).

- Member must be a Primary Account owner
- Member must be at least 13 years of age
- Member must not be delinquent by more than 90 days in the last three years
- Member must be able to be bonded
- Member must comply with all reasonable requests of the Nominating Committee
- Member must be able to meet minimum standards to obtain an unsecured loan
- Member has never caused a financial loss to COPFCU in any form

Any member in good standing, wanting to run for an elected position will file a written notice of intent for the elected position with the Judge of the Election. This letter of intent must be on file 75 days prior to the election (no later than 5:00pm on January 2, 2024). The member will only be eligible to run for one position on the Board of Directors. The written notice must contain a statement indicating the ability to attend all monthly board meetings and attend any special meeting called by the President or Chairman of the Board of Directors.

The Board of Directors must appoint a Nominating Committee not less than 120 days prior to the election. The Nominating Committee shall not be an incumbent in office or candidates for office in such election. The Nominating Committee shall file its nominations with the Secretary of the Board of Directors and Election Committee at least 90 days before the annual meeting.

As an alternative to being nominated through the Nominating Committee, a member who is not currently serving on the Board of Directors or Supervisory Committee and who meets the qualifications set forth above, may circulate a petition signed by at least 1% of the membership (as of November's date as certified by the independent Auditing Firm) in good standing who are eligible to vote. Signatures may not be collected in any COPFCU building or within 25 feet of any entrance where business is conducted. Signatures may not be collected in the area leading up to or in the drive thru lanes operated by the credit union. The rules that the petitioner must follow to collect signatures can be found in Article V of the Bylaws of the Cincinnati Ohio Police Federal Credit Union. Petitions will be dated according to the current election of Board members and petitions will be provided by COPFCU for use of the petitioners. A sample of the petition can be found at the end of the election procedure document. The petition must be filed with the Secretary of the Board of Directors and Election Committee 40 days prior to the election (no later than 5:00pm on February 7, 2024).

Nominees' names will be posted 35 days prior to the election (February 12, 2024). The election date and rules of the election will be mailed to all members at least 30 days prior to the election (electronic mail may apply). If a member nominated by the Nominating Committee is unopposed, there will be no election.

The following members are entitled to vote:

- Member must be a Primary Account owner
- Member must be at least 13 years of age
- If a member's account is designated as a "Trust Account" only one trustee will be eligible to vote.

The Election Committee shall provide printed and/or electronic ballots showing the names of the candidates (in alphabetical order, by last name) for the respective offices sought, in bulletin form. Printed ballots should be placed within the Credit Union lobby where all members may see it, to notify members of the date, time, and place of the election and the names of the candidates to be elected. Electronic ballots will be placed on the credit union's Annual Meeting web page and/or emailed to members. The printed ballot will be available for viewing and posted 10 days before the election in the Credit Union lobby. Ballots may only be filled out in person on the days of the election. The independent Auditing Firm will determine the voters in "good standing," and therefore eligible to vote in the election according to the guidelines listed above.

If the ballot box voting method is used by the Credit Union, the following guidelines will be used by the independent Auditing Firm. Voting shall take place the week before the annual meeting for a period of 24 hours. This shall consist of 3 consecutive days of voting from 9:00am to 5:00pm at each place of business operated by the COPFCU. If online voting is used by an Electronic Mail Ballot Firm, the voting time shall be the week prior to the annual meeting (Monday through Friday). Should the election result in a tie vote being cast for any office, the Judge of the Election and the current Board of Directors, not up for re-election, shall decide what process to take to decide which one shall be declared elected and the President shall declare him elected. The letter of intent, signed petition, ballots and the tabulation sheets shall be kept for a period of one month by the independent Auditing Firm for viewing by the candidates. After one month, the letter of intent, signed petition, ballots and the tabulation sheets shall be destroyed by the Auditing Firm.

See Bylaws for any clarification of the election process used by the Cincinnati Ohio Police Federal Credit Union. The Bylaws supersede any information listed above. Bylaws can be found on the credit union's website at [www.copfcu.com](http://www.copfcu.com).