**Colorado American String Teachers Association, Inc.**

**Policy**

**Elections**

1. President-Elect and Secretary Elections will be concluded at the CASTA General Meeting held in January at CMEA. Elections for President-Elect will be held on even years and Secretary on odd years. Nominations will be solicited from October 1st through November 30th. Names should be submitted to the designated CASTA Board member by November 30th. Biographies and pictures are collected from December 1 through December 15. On January 1, bios will be posted on the CASTA website and voting begins. Voting closes at the conclusion of the General Membership meeting held at CMEA. In order to vote, members must be a member in good standing at the time the voting closes. Voting will take place via Google Docs. All documentation should be sent to the Colorado ASTA Board designee via email.
2. Hard copy ballots will be made available at the ASTA general meeting.
3. New officers will be announced on the CASTA Website and in the ASTA Newsletter.
4. Two CASTA Board members will verify eligibility and count ballots before the conclusion of the CMEA Convention.