

**APPENDIX A
TFAS ELECTION SCHEDULE**

Date	Activity	Responsibility
October 2021	Kick off meeting N/EC	Advisory board/BOT
11/1/2021	Membership Chair to mail master list of members to N/EC Chair with effective date of each membership, home address, email address, and telephone number	Membership Chair
11/15/2021	Post eligible voter list with name, city, state only on TFAS website	N/EC with IT help
12/1/2021	Postal Mail requesting the Nominations from the members	N/EC
12/31/2021	Nominations due date	Members
1/07/2022	Validate the Nominations/Reject Invalid Nominations	N/EC
1/08/2022	Publish the provisional list of nominees on TFAS website	N/EC & TFAS
1/16/2022 to 1/30/2022	Nominee Vetting Process	N/EC with Advisory board
1/31/2022	Last Date to Withdraw Nomination	Nominee
2/3/2022	Publish the final list of nominees on TFAS website	N/EC & TFAS
2/15/2022	Prepare and mail ballots if elections are needed	N/EC
3/14/2022	Ballots due date	Members
3/19/2022	Complete ballot counting and recounting, if requested; Declare election results	N/EC
3/26/2022	Election of officers and committee chairs Introduce new trustees to the membership at the Ugadi function	N/EC

Notes: 1. Schedule is subject to changes.

2. Results will be posted on the TFAS website a day after ballot counting is completed.