

## ELECTION REQUIREMENTS 2024–2025 ELECTION YEAR



### ELIGIBILITY

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- The candidate must be a member in good standing.
- The candidate must have attained the age of 25 years.
- The candidate must have been an SCI member for at least 3 years.
- The candidate must meet the other requirements in **Section 11, Elections** of the SCI Bylaws which can be found at [www.safariclub.org](http://www.safariclub.org) under “Bylaws and Policies”

### PETITION SIGNATURES

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- President – 2<sup>nd</sup> Term:** not less than fifty (50) signatures;
  - Must be a SCI life member; and
  - Must have served on the SCI Board for at least two (2) years; and
  - Must have either served on the SCI Executive Committee for at least three (3) years or is a current Executive Committee member who has completed at least two (2) previous years of Executive Committee service.
- President-Elect:** not less than thirty (30) signatures;
  - Must be a SCI Life Member; and
  - Must have served on the SCI Board for at least two (2) years; and
  - Must have either served on the SCI Executive Committee for at least three (3) years or is a current Executive Committee member who has completed at least two (2) previous years of Executive Committee service.
- Treasurer:** not less than thirty (30) signatures;
  - Must be a SCI Life Member; and
  - Must have served on the SCI Board for two (2) years; and
  - Must have either served on the SCI Executive Committee for at least two (2) years or is a current Executive Committee member who has completed at least one (1) previous year of Executive Committee service.
- Vice President:** not less than twenty-five (25) signatures;
  - Must be a SCI Life Member; and
  - Must have served on the SCI Board for two (2) years.
- Director-at-Large:** not less than ten (10) signatures;
  - Must have been a chapter president or chapter board member for at least one (1) year, or on a standing committee of the SCI Board for at least one (1) year or shall have been a Director-at-Large on January 27, 2011. If the candidate served as chapter president or on a chapter board, that chapter must be in good standing at the time that the candidate files his documentation for election for the first time as a Director-at-Large.
- International Director:** not less than five (5) signatures.

## COLLECTION OF SIGNATURES

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- 1) Complete the “Petition Signature” document that is clearly marked for the office you are seeking.
- 2) Collect the number of SCI Board Member signatures required for your petition. You may e-mail, fax, or mail your petition to the prospective Board members for their signature, or send them the link to complete the online petition signature form that is located on the SCI website.

## REQUIRED FORMS

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- 2024–2025 Candidate’s Form, signed
- Code of Conduct for SCI Officer and Director Candidates, signed
- Declaration of Ethical Standards, Compliance with Fiduciary Duties and Disclosure of Conflicts of Interest, signed
- Disclosure Statement, signed
- SCI Policy Regarding Staff and Volunteers, signed

## BIO & PHOTO

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- A personal photograph** – preferably a head shot
- Bio for the April issue of Safari Times** - Candidates may supply a biographical summary of **no more than 250 words for Executive Committee candidates and 200 words for Director-at-Large and International Director candidates** for inclusion in the Election Commission report that is published in the Official Journal section of the Safari Times prior to the election. **The word limit shall be strictly enforced.** Any biographical summary that is more than 250 words for Executive Committee candidates shall have all the words after the two hundredth fiftieth word eliminated and replaced with an ellipsis (...) and any biographical summary that is more than 200 words for Director-at-Large and International Director candidates shall have all the words after the two hundredth word eliminated and replaced with an ellipsis (...).
- Bio to be posted on SCI website** – Any other information deemed relevant by the candidate to be published on the SCI website, not to exceed 600 words.

## DETAILED STATEMENT - RECOMMENDED INFORMATION

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- Member Type (life, regular) and length of SCI membership (For questions, please call the Membership Department at 520-620-1220)
- SCI activities – including such items as:
  - 1) Offices held and dates of office holdings – this would include the chapter, national and/or international level
  - 2) Committee memberships – including committee Chair, Vice Chair and Sub-Chair positions
  - 3) any other SCI/SCI Foundation activities as appropriate

## DEADLINES

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- All petition signatures and documentation under “Required Forms” must be filed with Stephanie Carabeo at SCI Headquarters by **March 12, 2024** (60 days prior to the election) by e-mail to [scarabeo@scifirstforhunters.org](mailto:scarabeo@scifirstforhunters.org) or mailed to: Stephanie Carabeo, Safari Club International, 4800 W. Gates Pass Road, Tucson, AZ 85745.



## SAFARI CLUB INTERNATIONAL 2024-2025 CANDIDATE'S FORM

Name of Candidate: \_\_\_\_\_ Member ID #: \_\_\_\_\_

Are you a member in good standing?  YES  NO

Length of SCI Membership: \_\_\_\_\_ Membership Type: \_\_\_\_\_

Your Chapter Affiliation: \_\_\_\_\_

Present Position on the SCI Board (if any): \_\_\_\_\_

Candidate for:

- |  |   |
|--|---|
| <input type="checkbox"/> President—Second Term (one-year term) | <input type="checkbox"/> Vice President (two-year term)         |
| <input type="checkbox"/> President-Elect (one-year term)       | <input type="checkbox"/> Director-at-Large (two-year term)      |
| <input type="checkbox"/> Treasurer (two-year term)             | <input type="checkbox"/> International Director (one-year term) |

Have you ever been convicted of a game law violation or been sanctioned for such a violation by a sportsmen's organization?

YES  NO

Should you wish to apply for a position above, please submit the following information:

1. **Personal Photograph** - preferably a head shot
2. **SCI Activities** - including offices held and dates of office holdings, at both chapter and national/international level, committee memberships, including committee Chair, Vice Chair and Sub-Chair positions, and other SCI or SCI Foundation activities
3. **Bio for the April issue of Safari Times** - Candidates may supply a biographical summary of **no more than 250 words for Executive Committee candidates and 200 words for Director-at-Large and International Director candidates** for inclusion in the Election Commission report that is published in the Official Journal section of the Safari Times prior to the election. **The word limit shall be strictly enforced.** Any biographical summary that is more than 250 words for Executive Committee candidates shall have all the words after the two hundredth fiftieth word eliminated and replaced with an ellipsis (...) and any biographical summary that is more than 200 words for Director-at-Large and International Director candidates shall have all the words after the two hundredth word eliminated and replaced with an ellipsis (...).
4. **Bio to be posted on SCI Website** - Any other information deemed relevant by the candidate to be published on the SCI website, not to exceed 600 words
5. **Code of Conduct for SCI Officer and Director Candidates** - signed and dated by candidate
6. **Declaration of Ethical Standards** - signed and dated by candidate
7. **Disclosure Statement** - signed and dated by candidate
8. **SCI Policy Regarding Staff and Volunteers** - signed and dated by candidate

The information above, along with the information about the type and length of the candidate's SCI membership and any other relevant information the candidate may wish to provide, shall be published on the SCI website.

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_



## PETITION SIGNATURES

We, the Undersigned, Do Hereby Nominate By Petition

Name:

For the Office of: **Director-at-Large**

*Not less than ten (10) signatures required per SCI's Bylaws.*

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	<b>Name</b>	<b>Signature</b>	<b>Board Position</b>	<b>Date</b>
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3				
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10				



## Code of Conduct for SCI Officer and Director-at-Large Candidates

I, \_\_\_\_\_ have read and understand the following Code of Conduct as relates to my campaign for the position of \_\_\_\_\_ in Safari Club International and hereby agree to conduct my candidacy in accordance with its provisions.

1. I understand that SCI is a World Leader among pro-hunting organizations and enjoys the respect and stature associated with that status. The responsibility that ensues from that special position demands a certain level of conduct from its members and especially from its leaders. That conduct includes the manner in which candidates for leadership positions conduct their campaigns. I pledge to conduct my campaign in keeping with the highest standards of decorum, honesty, ethics and respect that service in a leadership position within SCI demands. I further pledge that I will not do or say anything during my campaign to bring discredit or disrespect to SCI.
2. I am aware of and will insure that my campaign complies with SCI & SCIF policies pertaining to the use of intellectual property (logos, photos, etc.) in my campaign.
3. I will confine my written and emailed campaign communications, to include any videos, to the campaign period which shall run from March 15 through the election date in May (should election dates change this will be set at or near 60 days preceding the date set for elections). Further I will only utilize the designated "members only" candidate section of the SCI website for all campaign related videos.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Declaration of Ethical Standards, Compliance with Fiduciary Duties and  
Disclosure of Conflicts of Interest**

I, \_\_\_\_\_, having been elected or having accepted an appointment to serve as a director, an officer or as a committee member of Safari Club International, Inc. (“Safari Club International” or “SCI”) do hereby declare:

1. **Bylaws, Policies and Procedures.**

- a. I have read the Bylaws and the Policies and Procedures of Safari Club International, Inc.
- b. I will at all times act in accordance with the Bylaws and the Policies and Procedures of Safari Club International, this Declaration, and the standards set forth in the laws regarding conduct of directors, officers and committee members of the state of Arizona.

2. **Fiduciary Duties.** I understand the fiduciary duties I owe to Safari Club International as a director, officer, and/or committee member of Safari Club International, including:

- a. the duty of loyalty that requires me to make decisions in a manner I reasonably believe to be in the best interests of SCI and not in my own personal interests, the interests of my business, or in the interests of some other organization;
- b. the duty of care that requires me to make decisions exercising the care of an ordinarily prudent person in a like position under similar circumstances; and
- c. the duty to always act in good faith.

3. **Tax-Exempt Status; Chapters.** I understand that Safari Club International is a tax-exempt, Arizona nonprofit corporation, exempt from tax as a Section 501(c)(4) social welfare organization. I also understand SCI has a network of chapters that are separate legal entities.

I \_\_\_\_\_ DO \_\_\_\_\_ DO NOT **currently** serve on a **Chapter Board of Directors**. If I do currently so serve, the Chapter(s) is/are listed below along with my position(s):

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(Chapter Name, Location)	(Position within Chapter, i.e. Chapter President)
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(Chapter Name, Location)	(Position within Chapter i.e. Chapter President)
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4. **Non-disclosure of Confidential Information.** I shall not disclose confidential information acquired while I am a director, officer or committee member of Safari Club International, nor will I engage in any business or activity where it is reasonably foreseeable that it might require or induce my disclosure of confidential information obtained while I am a director, officer or committee member of Safari Club International. I further understand that this duty of confidentiality is a continuing duty that requires me to maintain the confidentiality of information once my term as a director, officer or committee member ends.

5. **Harm or Prejudice to SCI.**

- a. I will not knowingly act in any way that reasonably could be understood to be prejudicial to, or create the perception that my actions were prejudicial to, the successful pursuit by Safari Club International of its goals, damage its reputation, or harm its tax-exempt status.
- b. In whatever jurisdictions I engage in hunting, fishing and shooting activities, I will ensure I am aware of all laws and regulations pertaining to the hunting, fishing and shooting activities in which I engage, and will adhere strictly to those laws and regulations.

**6. Emoluments or Personal Benefits.**

- a. I will not solicit or accept emoluments of any kind that could reasonably be construed to have been offered me due to my position as a director, officer, or committee member of SCI.
- b. I shall not, while in my position as director, officer, or committee member of SCI, or for a period of twelve (12) months following completion of such tenure as director, officer, or committee member, seek or accept any special privileges or favors, based on my position with SCI, that result in personal financial gain. This provision shall include not accepting free merchandise with a retail value of \$75.00 or more, hunts, or trips offered to me due to my position with SCI. The Executive Committee has authority to grant exceptions to this provision in special circumstances, but such exceptions will be noted in the minutes of the meeting where such exception is granted.
- c. While in my position as director, officer, or committee member of SCI, I shall not represent or hold myself out as an official of SCI, or conduct the affairs of SCI for which I am responsible, in such a way as to intentionally further my own financial interests.

**7. Disclosure of Conflicts.**

When any matter known to me is being considered or acted upon by SCI, and I have, or a family member of mine has, or a company in which I or a family member has, any financial interest in the matter, whether or not the matter relates to hunting, I shall:

- i. Disclose the financial interest and relevant details thereof to the Executive Committee;
- ii. Remove myself from all deliberations on, discussions about and participation in the matter such that I do not attempt to influence a decision on the matter; and
- iii. Refrain from voting on any such matter, with my abstention noted in the record.

**8. Participation With Other Organizations.** The following is a list of all other organizations related to hunting and/or conservation of wildlife with which I currently serve, whether in a compensated or uncompensated capacity, in the capacity as an owner, employee, contractor, officer, director, trustee or committee member:

\_\_\_\_\_  
(Organization Name, Location) (Position within Organization, i.e. Owner, Director, Officer)

\_\_\_\_\_  
(Organization Name, Location) (Position within Organization, i.e. Owner, Director, Officer)

\_\_\_\_\_  
(Organization Name, Location) (Position within Organization, i.e. Owner, Director, Officer)

***Acknowledgement***

**I HAVE READ AND UNDERSTOOD EACH OF THE FOREGOING STATEMENTS AND, TO THE BEST OF MY ABILITY, COMPLETED THIS DECLARATION COMPLETELY AND TRUTHFULLY.**

**Signed:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

**Current position(s) with Safari Club International (complete all that apply):**

DIRECTOR \_\_\_\_\_ OFFICER: \_\_\_\_\_ (SPECIFY)

MEMBER COMMITTEE(s): \_\_\_\_\_ (SPECIFY)

## **Summary of Director, Officer and Committee Member Fiduciary Duties Updated 2013**

Directors serving on the board of a non-profit owe fiduciary duties to the non-profit they serve. To the extent that the corporation's Articles of Incorporation authorize any other individuals or delegates to exercise powers of the Board of Directors, those individuals have the same duties and responsibilities as directors. A.R.S. § 10-3801(C).

In general, a director or other authorized individual is required to discharge their duties: (i) in good faith; (ii) with the care an ordinarily prudent person in a like position would exercise under similar circumstances; and (iii) in a manner the director reasonably believes to be in the best interests of the corporation. A.R.S. § 10-3830(A)(1)-(3).

Stated more succinctly, these individuals have a duty of good faith, a duty of care, and a duty of loyalty towards the company they serve.

Although the duty of care and loyalty are clear and concise, the duty of good faith is intentionally broad and requires the highest level of honest and responsible conduct. At a minimum, it requires: (i) "full disclosure of material facts;" (ii) prohibition on manipulating the affairs of the company for personal benefit; and (iii) "faithfulness to an agreed common purpose." *Ohaco Cheep Co. v. Heirs of Ohaco*, 148 Ariz. 142, 145 (1986); *Hatch v. Emery*, 1 Ariz. App. 142, 146 (1965); *Restatement (Second) of Contracts* § 205 cmt. A (1979).

In carrying out their responsibilities, directors and officers are allowed to rely on information, opinions, reports and statements of qualified individuals when making decisions or taking action on behalf of the board, but there are limits regarding which individuals and what information are reliable. A.R.S. § 10-3830(B).

For example, directors can rely on "one or more officers or employees of the corporation," but only when the director reasonably believes such officer or employee is competent in the area or field in question. Additionally, directors may also rely on legal counsel, public accountants, and other experts addressing an issue that the director or authorized individual reasonably believes are within the expert's competence or professional experience. Lastly, directors and authorized individuals may rely on the statements of committees of the Board of Directors, but only if the director or individual in question is not a member of that committee and reasonably believes the committee is competent in the matters presented. A.R.S. § 10-3830(B)(1)-(3).

However, if the director has knowledge concerning a particular matter or issue that makes reliance on the statements of officers, employees, specialists, or committees unwarranted, then the director cannot rely on such statements without breaching the duty of good faith. A.R.S. § 10-3830(C).

On a related note, if SCI engages in a transaction that represents a conflict of interest for one or more directors (or parties related to the directors), that transaction may be enjoined, set aside or give rise to an award of damages. Statutes provide some exceptions to this rule, but generally require that any such transaction be approved by a majority of disinterested directors or members after full disclosure of the potential conflict, due diligence is performed, and certain documentation is completed. A.R.S. § 10-3860, et seq.

NOTE: The foregoing is only a summary of the applicable law and is not intended to provide a complete recitation of the applicable law.



## DISCLOSURE STATEMENT



All persons who are running for office on the Board of Directors of Safari Club International are asked to complete this form.

Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Name of Spouse \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone \_\_\_\_\_

Educational Background (state name of high school and the year graduated, if appropriate; all colleges attended, and all degrees received)

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1. Have you ever pleaded guilty, pleaded no contest, or been convicted of a felony?

Yes  No

If yes, please give all the details on a separate sheet of paper.

2. Have you ever pleaded guilty, pleaded no contest, or been convicted of a misdemeanor?

Yes  No

If yes, please give all the details on a separate piece of paper. You need not list driving offenses such as speeding tickets, illegal left turns, etc. However, you must list any alcohol or drug related offenses.

3. Have you ever pleaded guilty, pleaded no contest, or been convicted of any violation of laws regulating hunting or the taking of wildlife or the importation or transportation of animals or animal's parts in the United States of America?

Yes  No

If yes, please give all the details on a separate piece of paper.

### World Headquarters

4800 West Gates Pass Road, Tucson, Arizona 85745 9490 • Phone 520 620 1220 • Fax 520 622 1205 • [www.scifirstforhunters.org](http://www.scifirstforhunters.org)

4. Have you ever pleaded guilty, pleaded no contest, or been convicted of any violation of laws regulating hunting or the taking of wildlife or the importation or transportation of animals or animal parts in any foreign country?

Yes  No

If yes, please give all the details on a separate piece of paper.

5. Are you now or have you ever been engaged, in any capacity, in any for-profit business involved with hunting activities?

Yes  No

This includes any aspect of hunting activities, such as outfitting, guiding, booking hunts, owning hunting properties, selling hunting related products, etc. If yes, please give all the details on a separate piece of paper.

6. List all non-profit hunting organizations, outdoor organizations, wilderness organizations, conservation organizations, etc. that you have been a member of within the last five years.

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7. Were you ever dishonorably discharged from the armed forces?

Yes  No

8. If you are elected to serve on the Executive Committee, you agree that:

a. You will promptly report to the Executive Committee the occurrence of any event which would require a different answer to any of the foregoing questions or further explanation of any of your answers.

b. You will not engage in any activity, which could jeopardize the 501(c)(4) tax-exempt status of SCI.

**I declare that I have completed this Disclosure Statement and, to the best of my knowledge and belief, it is true, correct, and complete.**

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Candidate's Signature

Date

## **SCI POLICY REGARDING STAFF AND VOLUNTEERS**



1. The staff is responsible for the day-to-day operations of the corporation.
2. The volunteers (i.e. officers and directors) of the corporation are responsible for setting SCI policy and long-term direction, establishing a budget, and hiring the Chief Executive Officer. The volunteers work through the Board, appointed committees and committee chairs, Executive Committee and President.
3. The Board has one staff person, and that person is the CEO. All other SCI staff and contractors work for the CEO. On matters of staff operation, administration of the budget or policy, personnel matters of any nature and on any matter that can be considered a staff function, staff works at and through the exclusive directions of the CEO.
4. The CEO is accountable and reports to the Board of Directors through the Executive Committee and President, and shall assume such responsibilities and perform such duties as may be assigned by the Board of Directors or through the Executive Committee or President.
5. The President is responsible for managing the volunteer side of SCI.
6. SCI Volunteers work “for” the membership and through the President and SCI staff work for and through the CEO. For matters of policy direction, personnel, financial administration and other matters of significance volunteers go through the President to staff and staff goes through the CEO to volunteers. This route is not necessary for routine matters of implementing established work plans. When a request comes from a volunteer directly to a staff member, regardless of the volunteer’s position with SCI, staff members are to use good judgment in responding to the request. If the request is for simple assistance, coordination or other routine matters the staff member should address the matter as appropriate. If the request is a directive or involves a significant matter involving considerable staff time, change in direction or work plan, or spending outside of the approved budget, then the staff member may ask the volunteer to go through the appropriate channels and through the CEO or the President.
7. If a staff person of SCI has a complaint or problem, he or she shall utilize the chain of command and voice the complaint or problem to his or her immediate supervisor. If the complaint involves the immediate supervisor, then the staff member shall voice the concern to the CEO. If the complaint alleges illegal or unlawful conduct by the CEO, the concern shall be addressed in writing to the President who may bring the matter to the attention of the Executive Committee.
8. No volunteer shall contact a member of the staff directly regarding a complaint or concern of the staff member unless and until the chain of command has been utilized and exhausted.

9. Problems managing volunteer actions or significant actions regarding volunteers are referred to the President for action.
10. Failure by a staff member to follow this complaint procedure may be grounds for disciplinary action up to and including dismissal, in accordance with the rules and regulations of SCI.
11. Failure by a volunteer to follow this complaint procedure may be grounds for sanctions in accordance with the bylaws, and removal from committee positions.

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Print Name

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Signature

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Date