

## BACKGROUND INFORMATION ON THE BCA 2017 BALLOT PROCESS

BCA holds a membership list of nearly 6000 Individuals and some 200 Groups (clubs, access controlling bodies, National Bodies, Regional Caving Councils and Cave Rescue Teams) who are eligible to vote in BCA's two house system. BCA Executive decided to use the over 4000 email addresses supplied by members either directly or via their clubs to avoid the cost of posting the ballot paper out. Because the email list had not been previously used by BCA, a trial Pre Ballot email was sent out on 13 August to detect email addresses which bounced the message back. Some 300 such bounces were detected and those members were switched to the postal delivery system. Subsequently some tens of emails were found to have bounced on the send of the ballot paper on 21 August and those members have been sent papers by post.

Since then it became clear some emails were going to 'junk' or 'spam' folders or into 'black holes' or marked up as 'phishing' emails, BCA has undertaken several steps to inform its members of the ballot. They include placing notices up on BCA's web site, statements on BCA's Facebook page, the BCA, Adit Now and ukCaving forums and on the Darkness Below web site. In addition, all clubs were notified of difficulties being encountered and asked to inform their members of ways around those difficulties. An additional difficulty encountered was that the return email address for the completed ballot form could have an error within it. (The address may be corrupted when using a click on link, typing the address will get around this problem.) Advice has been issued on dealing with these problems to those who have made direct enquiries.

Several errors have been identified within the ballot paper and form. In Proposal 4 the use of strike through has been omitted from one of the occurrences of the word "postal". It is considered that this not of any significance, given the number of statements about deleting the word postal. In the Group Ballot Paper it has been identified that the word Individual has not been changed to Group on the final page of the paper in the final bullet point and in the title of the form. (However, the Unique Security Code issued to Group members will identify them.)

In addition, some members have not understood the process to be followed. Where requests for help have been received, they have been directly answered.

BCA Executive