

Policy name: Nomination and Election of Directors

Number: 2002-10-A

Date of Policy: October 14th, 2002.

A. Policy Statement

This policy has been generated to provide an interpretation of the relevant sections of the Constitution and Bylaws, such that:

1. There is more clarity in areas where questions have arisen
2. There is a more consistent approach to the process from year to year

B. Expectations

The Nomination and election process is more clearly defined and issues arising throughout these processes can be resolved in a consistent manner.

C. Comment or clarification

This policy is not meant to restrict or reduce member rights in any fashion but rather further interpret points in the Constitution and Bylaws such that member rights are preserved and the best interests of the Chapter are served.

D. Procedures

The purpose of the Nominating Committee is to ensure that:

1. There is a slate of candidates
2. That each position is covered
3. Candidates are qualified (in the opinion of the nominating committee and according to the criteria set in the existing Constitution and Bylaws).

Nominating Committee Chair

The Chair of the Nominating Committee will be a member in good standing who is not a candidate and shall be appointed by the President with the following order of preference:

1. The Immediate Past President
2. A previous Past President or
3. A Previous Officer of the Chapter

Nominating Committee Members

All members of the NC must be members in good standing and this is to be confirmed by the VP Membership once the NC has been identified.

Nominations

1. All candidates including current directors must be nominated.
2. All candidates will be immediately identified to the VP Membership for confirmation of their membership status.
3. All candidates will be CURRENT members in good standing - with no exception.
4. Candidates must declare the portfolio(s) they wish to be considered for. If a candidate elects to stand for multiple portfolios the understanding is their name will be removed from remaining directors' slate(s) when they are elected. No person shall be elected to more than one Directors' portfolio.
5. The Nominating Committee will accept all nominations from candidates (Self nomination or nomination by a second party where consent of the candidate has been obtained).
6. Nominations from the floor, must be made by a member in good standing, other than the Nominee.
7. Candidates, for election to the Board of Directors, will consist of the Nominating Committee's recommendation and Nominees from the floor at the dinner meeting in the month prior to the AGM
8. Nominations will close at the dinner meeting in the month prior to the AGM.

Candidates

1. All Candidates will submit a 'bio' for distribution to members.

2. All Candidates may submit a statement for distribution to members.
3. All Candidates may be required to answer questions from the floor at the AGM, before a ballot is cast.

Elections

1. The Nominating Committee Chair will run the election process.
2. The elections will follow the following sequence:
3. First the President then,
4. Vice-President Membership then,
5. Vice-President Programs then, Vice-President Publicity then,
6. Vice-President Communications then,
7. Vice-President Finance then,
8. Vice-President Education.
9. There will be a separate vote for each position on the board.
10. Elections will be by secret ballot, for all positions, contested or not. If a position is uncontested then the ballot will read, elect or reject. If the majority of ballots is not elect then there will be no position filled

E. Definitions

None.

F. Primary Responsibility

The Current Board is responsible for the conduct of the Nominating Committee.

G. Cross References

To other policies - None.

To the Constitution and Bylaws (See below)

Section 4 Directors and Officers

4.1 Officers

4.1.1 All directors shall be members in good standing.

4.1.2 Officers of the Association shall consist of President; Past President; Vice-President

Membership; Vice-President Programs; Vice-President Publicity; Vice-President Communications; Vice-President Finance; and Vice-President Education

4.1.3 Officers shall be elected by majority vote of Association Members in attendance at the Annual General meeting.

4.1.4 Officers shall serve from January 1 to December 31 of the same year.

4.1.5 Officers shall be eligible to serve only two consecutive terms in the same office.

4.1.6 Nomination of officers shall be made by the Nominating Committee.

4.1.7 Nominations of officers may also be made from the floor at the Dinner meeting in the month prior to the Annual General Meeting.

4.1.8 The Vice-President Membership shall become President if that office becomes vacant, unless otherwise decided by the Board

4.13.3 Nominating Committee

4.13.3.1 The Nominating Committee shall be a Past President as Chairman and two other members appointed by the President.

4.13.3.2 No member or the Nominating Committee shall be included in the slate of nominees prepared by this committee.

4.13.3.3 The Nominating Committee shall set criteria for selection of nominees.

4.13.3.4 The Nominating Committee shall present its recommendations to the Dinner meeting in the month which precedes the AGM.

H. Coordination Issues

The membership shall be notified of the Nominating Committee Members and of this policy (and other relevant policies and procedures) by September 15th of each year.

I. Attachments

None applicable.

J. Policy approval authority

The Board of Directors, after review and comment by the membership.