

POLICY - 18	Nominating Committee & Nomination Procedures
<p><b>Committee Nominating Committee</b> Composition of</p>	<p>The Nominating Committee is composed of three (3) members elected by members entitled to vote at Conference in even numbered years from a slate consisting of one (1) nominee from each District Club. The candidate receiving the highest number of votes cast, serves as Chairperson</p>
<p>Nominees</p>	<p>By the 1<sup>st</sup> October in odd numbered years the Nominating Committee will send nomination forms, to all clubs, seeking nominations for the next Nominating Committee to be elected the following year. They will also note the three clubs that are not eligible to nominate candidates (see section Eligibility)</p> <p>Each Club may forward the name of a nominee to the District Secretary, not later than the 1<sup>st</sup> April in the even numbered years, on the standard form provided.</p>
<p>Eligibility</p>	<p>a. To be eligible for election, a member must be an active member, who has served as Club President.</p> <p>b. No member of the Nominating Committee is eligible to be slated for District Office while serving as a member of the Nominating Committee.</p> <p>c. No Club may be represented on two consecutive nominating committees</p> <p><b>NB:</b> Nominees for this committee are not required to speak to the Conference body.</p>
<p>Term</p>	<p>The committee serves for a two (2) year term, beginning with the close of the Conference at which it was elected.</p> <p>A record of the number of votes cast for each nominee will be kept by the District Secretary. In the event of a vacancy, the nominee receiving the next highest number of votes will be appointed by the Board</p>

<p>Committee Responsibilities</p> <p>Nominations</p>	<p>The District Nominations Committee Chair shall:</p> <p>a. Advertise the nominations procedure in the August/September issue of the District Service Bulletin</p> <p>b. No later than 1 September in even years the District Nominations Committee Chair shall send nominations forms to clubs for eligible members who wish to be nominated for the District Board to complete.</p> <p>c. Nominations forms and any supporting document shall be submitted to the District Nominations Committee Chair by the 10<sup>th</sup> of December in even years. The District Nominations Committee shall send the list of slated nominees to all Clubs, District Officers and Past District Governors by 28<sup>th</sup> February in odd years.</p>
<p>Preparing the slate</p>	<p>The Nominating Committee will prepare the slate, based on information and support received, slating (if practicable) two (2) candidates for each position</p>
<p>Nominations from the floor</p>	<p>It is strongly recommended that those wishing to nominate other candidates from the floor, notify the Nominating Committee no later than 1<sup>st</sup> April in the election year so that candidates are permitted to make a presentation to the Conference body. The standard form for nominations should be used</p> <p>Nominations may be made from the floor of the Conference stating only the nominee's name and club</p>
<p>Observing Board meeting</p>	<p>Nominee's for District Office who are not members of the Board of Directors and the incoming Secretary shall be invited to observe the meeting of the Board of Directors preceding the annual Conference</p>