

DISTRICT 59 ELECTION PROCEDURE

Each year during the District's Annual Business Meeting, which will take place at the District Spring Conference, the following District officers are elected: District Governor, Lieutenant-Governor for Education and Training, Lieutenant-Governor for Marketing, Public Relations Officer and Division Governors. This document presents the procedure to be followed before and during the election.

I – Who can be a prospective candidate for District office?

A – For District Governor: at the time of taking office, he/she shall have served at least 6 consecutive months as Club President and at least 12 consecutive months as a Lieutenant-Governor or a Division Governor or a combination thereof.

B – For Lieutenant-Governor: at the time of taking office, he/she shall have served at least 6 consecutive months as Club President and at least 12 consecutive months as a Lieutenant-Governor, a Division Governor or an Area Governor or a combination thereof.

C - For Public Relations Officer: since this officer may be appointed or elected – elected in District 59 – TMI doesn't impose any eligibility standards for this position. The candidate's skills to be the webmaster and the Clarion editor should prevail.

D – For Division Governor: at the time of taking office, he/she shall have served at least 6 consecutive months as a member of a District Council. (which means as Club President or Vice-President for Education).

II – Who nominates the candidates and screens them for eligibility?

The District Nominating Committee, appointed by the District Governor at least 6 weeks prior to the District's Annual Business Meeting. The District Governor shall not be a member of this Committee.

The Nominating Committee consists of **no fewer than 5 members**, one of whom shall be appointed Presiding Officer (Chairman).

If practicable, the **Chairman** should be **a past District Governor**.

No member of this Committee shall be nominated for a District Office at the election at which the Committee's report is presented.

Each Committee member must be a member in good standing of a Club in good standing.

Each Committee member should be selected from different Divisions, and **each Division should be represented on the Committee.**

No member shall have served on the Nominating Committee the previous year.

The Nominating Committee verifies each prospective candidate's eligibility and ascertains that the candidate understands the duties and responsibilities of office, is committed to fulfill those duties and has the skills and abilities necessary to perform successfully as an officer.

III - How does the Nominating Committee work?

To be nominated or elected, all candidates for District Governor, Lieutenant-Governor Education and Training, Lieutenant-Governor Marketing, Public Relations Officer and Division Governor must sign the **Officer Agreement and Release Statement** published by Toastmasters International. This document shall be provided to them by the District.

Each candidate shall send this signed statement to the Nominating Committee Chairman, together with **a letter stating his/her candidacy, experience and motivation.**

All members of the Nominating Committee **discuss** the candidacies and **vote** afterwards. All of them should have an equal opportunity to express their concerns and opinions in the selection of candidates.

The Chairman of the Committee has the right to vote along with the other members of the Committee for each nomination, but shall not attempt, as Chairperson, to influence the others.

The Committee members shall exercise their independent judgement with respect to all prospective candidates, having in mind the best interests of Toastmasters International and the District, as well as the experience, abilities and qualifications of the prospective candidates.

The Nominating Committee shall nominate:

- **1 or 2 candidates** for the Offices of **District Governor** and **Lieutenant-Governor Education and Training.**
- **1 or more candidates** for the Office of **Lieutenant-Governor Marketing** and **all other elected District Offices**

All announced candidates for a District Office must be considered by the Nominating Committee.

Nomination Committee deliberations are confidential and shall not be divulged to anyone except the District Governor.

To be nominated, all candidates must receive **a majority vote** of the Nominating Committee. **Votes** of the Nomination Committee shall be cast **in written form.**

IV – What happens once the Committee has nominated candidates?

- The **Chairman** of the Nominating Committee reports the Committee's results **in writing** to the **District Governor** as soon as possible.
- **The District Governor** submits then this report in writing to **all members of the district Council** as soon as possible and at least 2 weeks before the Annual Business Meeting.
- The **Chairman of the Committee OR District Governor** notifies candidates nominated for office and reconfirms their willingness to be nominated and their commitment to fulfill the duties of office.
- **The Chairman of the Committee OR District Governor** also notifies any candidates who were not nominated and advises them of their eligibility to seek office as floor candidates.
- **Additional qualified candidates** may be **nominated from the floor** at the District's Annual Business Meeting.

V – Campaigning

Advertisements in District publications by or on behalf of candidates for District office are **not permitted.**

All candidates, including floor candidates, for District office in contested races may be allowed to speak at the District Conference at a time other than during the annual district meeting. Such **campaign speeches shall be given at an appropriate time, place and length identified by the District Governor**, provided that all candidates are given an equal opportunity and are properly notified.

All candidates may distribute and display campaign material in the Candidates' Corner only – if there is one available - at the District Conference: no campaign material may be placed on walls, chairs or tables or distributed during educational sessions or meals.

Campaign speeches are not permitted at any Area or Division speech contest or any other District non-election meeting. At the discretion of the Area or Division Governor, candidates may be introduced to the audience if all candidates present are introduced.

VI – Voting

Proxies: the District sends a **credential/proxy form** to **each Club President and Vice-President Education** in the District **at least 2 weeks in advance** of the District Council meeting for use in the event either, or both, cannot attend the meeting. President and/or Vice-President Education may designate in writing any active member in good standing of the Club to act as a proxy or proxies. At Club level, **a proxy holder may cast no more than two votes**. If the proxy holder is **a member of the District Executive Committee, he/she is entitled to a maximum of three votes** (his/her own + 2 proxies). Ballots are exchanged against proxies at the Credentials Desk prior to the District Council Meeting.

Voting members of the District Council are the Club Presidents, Vice-Presidents Education, and the members of the district executive committee: District Governor, Lt. Governor Education and Training, Lt. Governor Marketing, Immediate Past District Governor, Public Relations Officer, Secretary, Treasurer, Area Governors and Division Governors.

Quorum: One-third of the Club Presidents and Vice Presidents Education of the District or their proxies **constitutes a quorum** for all District Council Meetings.

Election: is usually run by the District Governor.

- The **report of the District Nominating Committee** is given by its Chairman, who announces first the **names of the members of the Committee**, then reads the **name and Club number of each candidate, in alphabetical order**, for each of the offices of District Governor, Lt. Governor Education and training, Lt. Governor Marketing, Public Relations Officer, and Division Governors.
- For each office, the District Governor inquires whether there are additional nominations from the floor. **Floor nominees must be nominated by a member of the District Council**. They state then their eligibility qualifications.
- If present, **all candidates are entitled to a 2-minute speech**. The speeches are then delivered in alphabetical order of the candidate's last name, by office, beginning with the highest contested office. If the candidate is not present, the speech may be given by his/her representative.
- **Any candidate who receives a majority of the votes cast shall be declared elected**. In the event no candidate receives a majority of the votes cast for a contested office, voting shall continue with

the use of **special ballots** and without the name of the candidate receiving the fewest votes. Such procedure shall continue until one of the candidates receives a majority of the votes.

- The District Governor is expected to provide a **Toastmaster to assist and observe the counting of the ballots.**
- **Final results** of the election shall be **displayed as soon as possible** following the adjournment of the meeting.
- All proxies and ballots are to be retained for 24 hours following the close of the meeting, for review by the District Governor, or District Credentials Chairman, as necessary, and immediately thereafter destroyed by the District Governor or his/her designee.
