Missouri VEI 11-08

Missouri VE submits a draft of Election committee procedures and the election process for Service Structure Committee to present for CSC approval as a Section in the By-Laws or Section in the Fellowship Service Manual as they determine appropriate.

Conference Election Procedures and Election Committee Guide

The members of the Election committee are selected from the non voting members of the Conference if possible or as agreed upon by Conference.

Election committee procedures: Establish a location or a contact person/s to receive Trustee applications. Make copies of submitted applications at earliest opportunity and make available (usually on a table at the rear of the meeting room or just outside the room) to the Conference members, taking care that each voting delegate gets a copy. Have the Facilitator announce to CSC when additional applications have been received and are available.

The Voting Process is handled by the Election Committee. Facilitator turns time over to Election Committee.

The names of the applicants should be displayed in some fashion for all at CSC to view. Blank pieces of paper (typically ½ sheet or ¼ sheet will suffice) are distributed to voting delegates and Trustees only. Voting Delegates must have a Conference ID badge, that identifies them as a Delegate.

Typically the facilitator or the current Board chair can advise how many opening are to be filled by this conference vote. Delegates and Trustees should be instructed to write down names for up to the number of open positions from the list of applicants. They may only write the name of a person once on their ballot. After sufficient time for Delegates to vote the ballots should be collected, taking care to only accept from Delegates or Trustees with Conference ID badge. The Election committee should move to a secure area and count the votes. At least 2 members of the election committee should view each ballot and agree on the applicants voted for on each ballot. If possible two people should also be involved in recording the votes. Alternatively each member of the election committee may view each ballot and record their tally. When all votes are counted and there is agreement on the vote totals for each applicant; the committee should order the applicant names from those getting the most votes to the least votes. The applicants receiving the most votes over a majority, fill the vacant Trustee positions. If there are vacant position/s remaining and remaining applicants that didn't receive a majority of votes, The Conference may decide to have a run-off election to fill the remaining vacant position/s. No person shall be elected to any position with less than a majority of votes. Return to the Conference floor and get permission from the facilitator to announce the election results. Do not announce the vote totals unless directed to by the facilitator. Announce the election results. Hold the votes available for the rest of the day. The results of the election may be challenged until the end of the Conference session for the day. Any Delegate or Board member can ask to inspect the ballots and make their own tally of votes. Destroy the votes and tally sheets after the Conference has adjourned for the day.