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## Elections

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### ***Before the Meeting:***

Review the election information in the [League Operations Handbook](#)

Candidates should review [Rule 102](#) to know the duties of the office.

**President** appoints a Nominating Committee.

**Nominating Committee** seeks one or more candidate of each office.

Leagues must elect:

President

Vice President

Secretary

Treasurer

Or Secretary/treasurer

Sergeant At Arms is optional

**Nominating Committee** creates a separate ballot for each office having more than one candidate.

One ballot with all the officers on it should not be used.

Be sure to have paper for ballots in case someone is nominated from the floor

### ***At the meeting:***

**President** chairs the meeting except if running for office. The Vice President or member of the Nominating Committee chairs the meeting during the election for president.

**Nominating Committee** gives a report telling who is up for election.

Elections begin with the highest position –

President

Vice President

Secretary/Treasurer

Sergeant At Arms

### **President**

After announcing candidate(s) for each position separately, the body is asked if there are any nominations from the floor.

If none the chair declares the nominations closed, no motion is needed.

If a member is nominated, no second is needed; the nominee is asked if they accept the nomination.

If there is only one nomination, the chair can ask for a motion to elect the candidate to the office by acclamation. There must be a second and a voice vote is taken.

Nominations are closed, and ballots are cast.



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**Nominating Committee** collects and counts ballots.

A candidate must receive a majority vote; one more than half of the votes cast

If no majority the vote continues

When more than two candidates are on the ballot the candidate with the lowest number of votes is removed from the ballot.

***Declaring the winner***

The total number of votes cast and the total needed for majority is announced

Next the total number of votes cast for each candidate is announced.

The officers take office upon the close of the meeting, provided the league has completed its schedule. All materials must be immediately turned over to newly elected officers.