



# WENTWORTH SKI RACING CLUB

## Nominations Procedure

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### Nominating Committee

- WSRC will nominate Directors to the Board of Directors by committee.
- The Nominating Committee will be established at the April meeting of the Board of Directors.
- The Past President will chair the nominating committee. If the Past President is unavailable, a member of the Executive will chair.
- A minimum of one other member is required (ref Club Bylaw article 9c).

### Role of the Nominating Committee (from Roberts Rules of Order)

- The duty of the committee is to find the best candidate for each vacant position.
- The committee is not required to find more than one person to fill each vacant position.
- Persons serving on the committee are not precluded from being nominated.
- The nominations committee should be provided with a membership list, the bylaws, a description of the duties of each office, and the eligibility requirements.
- The committee must carefully review the eligibility requirements for each office and see that the nominees meet these requirements. If anyone is elected, and it is discovered after the election that the person is not eligible, the election of that officer is null and void. The election of that officer is null and void. The committee then has to find a new nominee, and the members have to vote again.
- The committee should meet, carefully review the membership list, and select the people who they think will do the best job in each office. A member of the committee should then be designated to call each nominee to see if he or she is willing to serve if elected. If someone is not willing to serve, the committee needs to meet again and find another candidate.
- If no candidate is found, the committee can leave that slot open for nominations from the floor. Or, they can tell members publicly that they do not have a nominee for a certain office; this allows members to volunteer. No one should be nominated without his or her consent because, if elected, the person may decline to serve and members will have to hold another election.



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### Nominating Committee's Report (from Roberts Rules of Order)

The report of the nominating committee is usually given under "special orders". When called on to give the report, the chairman of the nominating committee states the nominations for each office.

Sometimes there is a split in the nomination committee over who to nominate. If a minority of the committee wishes to nominate someone else, the members in the minority can make the nomination when nominations are taken from the floor.

As soon as the committee reports, it is discharged from its duties. Sometimes, the committee is revived to make nominations to fill vacancies.