

Election Process

Updated: 12/09/21

Per the OCSJ’s Constitution, “the Election of Club Officers shall be held at the Annual General Membership meeting in October. Assumption of duties shall be on January 1st. Elections shall be by ballot from a slate chosen either by a Nominating Committee and/or nominations in an open meeting. All Club members may vote, and the majority of all Club members present shall elect, provided the nominee has the opportunity to decline.”

Date	Step	Person Responsible
September 1st	Send an email to the membership through Wild Apricot, naming the current members on the Board who are running again, and asking the membership for any other volunteers. Inform all the candidates to develop an email with bios and qualifications.	Vice-President/Nominating Committee
From September 1 st thru September 13th	For all candidates running, send an email to the Vice-President/Nominating Committee with bios and qualifications for those who are volunteering for the positions.	All candidates
From September 1 st thru September 13th	Receive bios and qualifications and give to Newsletter Editor	Vice-President/Nominating Committee
September 15th	Send an email to the Membership through Wild Apricot with the bios and qualifications for their review	Newsletter Editor
September 29th	Send the ballot thru Wild Apricot to the membership giving them a deadline of 2 nd Monday of October to vote	Newsletter Editor
By the 2 nd Tuesday of October	Count the number of ballots and inform those who won and those who didn’t	Vice-President/Nominating Committee
The 2 nd Thursday in October	Announce the winners at the monthly Board meeting	Vice President
October Newsletter and Website	Post the winners	Newsletter Editor/Web Developer