

## **Nominations and Election**

It shall be the policy of the Keystone State Literacy Association (KSLA) that nominations and elections shall be held as provided for in the Bylaws of the Association in accordance with the following policies:

**Purpose:** The Nominations and Elections Policies shall guide the activities of the Nominations and Elections Committee, including the composition of the committee, the preparation of the slate of officers, the voting, and the reporting of the election results.

**Committee:** A Nominations and Elections Committee will be chaired by the Immediate Past President for the time in which the election shall take place. Other person(s) approved by the Board of Directors shall be committee members, with no fewer than three persons serving on the committee. No committee member shall serve more than two consecutive one-year terms.

**Nominations:** The Nominations and Elections Committee shall prepare a slate of nominees for open offices according to the Bylaws of the Association. Any individual member or a local/special interest chapter may submit nominations to the committee for consideration by the deadline set by the Board of Directors. However, the committee is not bound by such submissions in creating a slate of officers. The Immediate Past President shall present the slate of officers to the Board of Directors, who shall vote to approve the slate of officers.

Any member in good standing who is active in a local or special interest chapter or at the state level, is eligible for nomination as an officer of the Keystone State Literacy Association. Membership in ILA is recommended for all offices, but is required for anyone nominated for vice president of KSLA. Nominees for the office of vice president shall have served as president of a local or special interest chapter. Nominees for the office of Regional Director shall have served as president of a local chapter.

### **Election Procedures:**

1. All Director Members of the Board of Directors may cast one vote for all positions on the state ballot.
2. Local Officer Members (local/special interest chapter President), acting on behalf of their chapter's Board, may cast votes for Vice President, Secretary, and ILA Coordinator on the state ballot and for Regional Director(s) for the region in which the chapter is located according to the following:
  - a. Chapters with 10-25 members may cast 1 (one) vote.

- b. For each additional 25 members, a chapter may cast 1 (one) additional vote.
- c. Special Interest Chapters may cast 1 (one) vote for the Vice President, Secretary, and ILA Coordinator on the state ballot.
- d. All votes shall be cast electronically by the deadline set by the Board of Directors.
- 4. Votes shall be tallied by the Immediate Past President. A plurality of votes cast shall constitute an election. In the case of a tie, the ILA State Coordinator shall cast the deciding vote.
- 5. The Immediate Past President shall present the results of the election to the Board of Directors, usually at its next regularly scheduled meeting.
- 6. Upon notification of the Board of Directors, the candidates shall be notified of the results.
- 7. The Immediate Past President shall make public the election results through appropriate means of communication.
- 8. The ILA State Coordinator shall be responsible for reporting the election results to ILA.

#### **Election Timeline**

	<b>Proposed</b>
Committee Members Approved by Board	December 1
Request for nominations sent from the Immediate Past President to local chapters	January 1
Nominations returned to Immediate Past President	January 31
Slate presented to the Board of Directors for approval.	March Board meeting or through electronic vote, if there is no meeting in February or March
Election ballot sent by Immediate Past President to all those eligible to vote (see 1 and 2 above)	April 1
Ballots Returned	May 15
Board notified of Election Results	Email and June Board Meeting

Revised January, 2024