**Procedures for the Election of 2020 Officers and Members-At-Large of the Executive Committee of the Benjamin Franklin Reform Democratic Club**

The Club will elect its leadership for 2020 (February 2020-January 21) at its Annual Meeting in late January. The 23 positions to be elected are: seven officers (President, three Vice Presidents, Treasurer, Corresponding Secretary and Recording Secretary) and 16 members-at-large. Additional members of the Executive Committee serve by virtue of other positions and are not elected at that meeting.

The Club’s election season will run from late October 2019 through January 2020. It begins with the selection of the Nominating Committee and ends with the Annual Meeting. This document summarizes the rules, procedures and timetable, under the existing bylaws, that will govern the election of officers and members-at-large for 2020 up through the selection and work of the Nominating Committee. The Executive Committee will determine the rules, procedures and timeline for the rest of the election season at its November meeting and we will inform all Club members about them shortly thereafter.

**MEMBERS IN GOOD STANDING**

Several bylaw provisions confer rights upon “members in good standing” or a similar term.

* If you are applying for membership for the first time (you are a registered Democrat and pay your Club dues) your application accepted for membership will be effective the date your application was received. That will be the date you will be in “good standing.”
* You will be notified by the Club both that your application has been received and then the date you were accepted for membership. If the is any problem, we will let you know as soon as we can.
* Our target for processing new applications for voters living in the 81st assembly district is a week. If you live outside the district, especially outside New York City, it may take longer.
* We plan to post the membership application on the Club’s website no later than November 1, preferably in a form that you can complete on-line and link to one or more on-line systems for the payment of dues. Of course, you can postal mail the completed form with your check to the Treasurer, whose name and address are on the form.
* If you are already a Club member in good standing want to know whether a nominator or seconder on the floor, or signatory to your petition, is a member in good standing, you can can request this information via email from the Club (benfranklinclub@gmail.com). We will give you an answer as quickly as we can.

**NOMINATIONS COMMITTEE**

**Election of Nominating Committee Members**

*Eligibility:* If you are a member in good standing as of August 25, 2019, you are eligible to serve on the Nominating Committee.

*Limitations on Nominating Committee Members in other election procedures and expectations of committee members:*

If you are elected to the Nominating Committee, you may not (1) be a nominee for Club officer during your term of Committee service (but you may be a candidate for a Member-at-Large of the Executive Committee position); and may not (2) sign any nominating petition or make or second any nomination from the floor.

The Nominating Committee’s work is very intensive – last year it met for two hours on ten occasions, often at night or on the weekends, to interview possible nominees and select among them. If you are a members who is familiar with the Club membership and are willing to adhere to this schedule, you are encouraged to apply.

*Election Process:*

Before the Meeting

All nominations and seconds for the Nominating Committee are made from the floor at the Club meeting, this year scheduled for Wednesday, October 23d.

If you are an eligible member who is interested in running for the Nominating Committee or an eligible members who intends to nominate another eligible member from the floor (who has consented to a nomination) please notify the Corresponding Secretary via email to the Club (benfranklinclub@gmail.com) no later than October 21 at 5p.m. That way, you will be able to appear on the printed ballot.

The Corresponding Secretary will be preparing a preliminary ballot in advance of the October 23 meeting that includes, in last name alphabetical order, all of the names of potential nominees that he timely received. The ballot will make clear that nine members shall be elected to the Nominating Committee. Voting for more than or fewer than nine nominees will invalidate your ballot.

At the October 23d Meeting

The preliminary ballot will be distributed to the membership at the beginning of the meeting.

The chair shall read each name on the ballot and ask for nominations and seconds for each person. You will be asked to strike from your own copy of the ballot any name that was not nominated or seconded from the floor.

Other nominations and seconds from the floor will then be made. You will be asked to add in your handwriting on the blanks on your ballot, the names of these other members nominated and seconded from the floor. The ballot will then be declared official at the end of this process.

If you are a candidate, you will have an opportunity to make a statement or have another member make a statement in support of your election. Everyone will have the same time, determined by the number of candidates who want to speak.

You may cast your vote when the ballot is declared official (at the close of nominations and seconds) or may do so later until the final call, which will be made shortly after all nominee statements and endorsements have concluded.

Nine members have to be be elected and you must vote for nine, not fewer or more. That will be written on the ballot and announced before voting begins

The nominees with the highest total votes shall be elected. If there is a tie or ties, they will be decided by runoff elections.

**Nominating Committee Meetings**

The Club President will call the first meeting of the Nominating Committee by Friday, October 25. As a Club member, you will be notified of that meeting date, time and place by email and the information will be posted on the Club’s website. This first Nominating Committee meeting is open to all members of the Club, who may present names to the committee for its consideration. At this meeting or thereafter, the Nominating Committee will elect its own chair.

**Nominations by the Nominating Committee**

The Nominating Committee will present at least one nominee for each of the 23 offices enumerated above.

Three or more Committee members may present an additional nominee for any position, who also will appear on the ballot.

All nominations are limited to members who have communicated their willingness to serve for the position that is under consideration.

**Reporting**

The Nominating Committee shall report its nominees and the additional nominees of any three or more Committee members to the Corresponding Secretary.

The Nominating Committee will report its slate of nominees to the Club membership no later than 30 days before the late January 2010 annual meeting. The nominees on its slate will be in last-name alphabetical order for each office with an asterisk next to the name of those nominees who were nominated by a majority of the committee. The report will also be posted on the Club website.

**CALENDAR**

The election season calendar through the date of report of the Nominating Committee follows:

August 25, 2019 Last day for a person to become a member in good standing of the Club to be eligible to be a candidate for election to the Nominating Committee

October 21, 2019 Last day at 5 PM for receipt by the Club of names of members to be included on the printed preliminary ballot of nominees for the Nominating Committee

October 23, 2019 Club meeting to elect the Nominating Committee based on the preliminary ballot names and other nominations and seconds from the floor at the meeting

October 25, 2019 By this date, the President calls the first meeting of the Nominating Committee

November, 2019 Day to be determined following announcement of the annual meeting date. (60 days before.)

Last day for a person who is a resident of the 81st assembly district to become a member in good standing of the Club in time to be eligible to hold any Club office. (One year before the annual meeting date was the last day for a person residing outside the 81st assembly district in Bronx County.)

December, 2019 Day to be determined following announcement of the annual meeting date. (30 days before.)

Last day for the Club to send the Nominating Committee’s report of the Committee’s nominees and those of three or more Nominating Committee members to the membership. The report also shall be on the Club website.