

## NOMINATING AND ELECTIONS COMMITTEE CHARTER – Fall 2019

1. **Membership** – A committee of five members shall be appointed annually by the Board Chair and approved by the Board. No more than two members of the Committee shall be from the Board, but neither can be the Board Chair. The Committee shall elect a Chair from among its members.
2. **Objective** – To oversee the nominating and election of members to the Board of Directors.
3. **Tasks** –
  1. Solicit suggestions from the OLLI Membership (including the Board and OLLI Committee members for nominees to the Board.
  2. After receiving, considering, and reviewing such suggestions, prepare a list of four nominees to be approved by the Board upon which the Membership can vote.
  3. Consider and review additional nominees, each supported by a petition of at least 10 OLLI Members. Prepare a list of additional nominees, if any, to be approved by the Board upon which the Membership can vote.
  4. Oversee the election process and election in the time frame established by the Board per the schedule below.

### Schedule (Based on 2019)

1/11	Committee meets and chooses a chair.
1/18 – 3/1	Committee solicits and receives suggestions from OLLI membership, including Board members and committee chairs; interviews candidates and selects a slate of four to send to the Board for its approval.
1/18	Notice in Friday newsletter soliciting suggestions. At this time self-nominations are not specifically solicited, but they are accepted if forthcoming.
2/4	Nominations from the membership at large due.
3/2 – 3/5	Bios ( c.100 words) and photos ( 2’’x3’’ ) including involvement with OLLI due to office.
3/ 5	Slate of four provided to the office for inclusion in the packet of materials for the Board.
3/12	Board votes to approve the slate.
3/15	Committee shares the slate with the membership via the Friday newsletter and announces the process for self-nominations, which must be submitted by 4/8.
4/8	Deadline for self-nominations to be submitted to the office.
4/12	Mailing of all candidates to membership.
4/26	Annual Meeting; candidates give 3-minute speeches.
4/26 – 5/10	Voting begins online.
5/10	Committee informs nominees of results.
5/13	Special notice to all members of results of election.