

POST 68 ELECTION PROCESSES

V1.2 3/13/23

CHECKLIST OF THINGS TO DO / PROCESSES / PROCEDURES

BYLAWS: ARTICLE XII - ELECTION OF OFFICERS AND EXECUTIVE COMMITTEE ADVISORY BOARD MEMBERS

POST ELECTION RULES **Do**s AND **DON'T**s

1. Officers can only be in the same office 2 years in a row. Then they have to step down or go for another office
2. If no other candidates are found for an office where the current officer will exceed their maximum time in office, the PEC can vote to grant a waiver to allow an officer to be elected for another year.
3. Elections for the Post must be held at the last regular monthly membership meeting preceding the annual Department Convention (IE: in June)
4. The Post Commander shall appoint a 5-member Election committee:
 - a. 4 past or present PEC members NOT running for an ELECTED position
 - b. 1 non-PEC member who is NOT seeking election
5. Election Committee supervises all election activities and balloting
6. Only those members who are in "good standing" are eligible to any Post PEC office.
 - a. Good Standing means that the member is current on their dues
- 7.

ELECTION COMMITTEE RESPONSIBILITIES:

1. Solicit candidates to fill slate of elected officers for upcoming Post elections
 - a. Emails to membership
 - b. Talking to potential candidates
 - c. Discussion of who best to service in each elected position
2. Advise and work with incoming Commander on appointed PEC positions
3. Present to Post members status of candidates for PEC positions
4. Supervise elections in May

TIMING OF THINGS TO DO

JANUARY	Form Election Committee – Let members know what is going on Commander appoints an election committee and chairperson	
FEBRUARY	Committee works slate of officers – announce to Post Verify each member running for office is eligible, has DD214 Request nominations from members to participate in process Election tracker board is setup and filled in	
MARCH	Firm up slate of officers. Get BIO from each candidate and publish. Certify list of candidates to the Commander prior to April meeting Present election tracker board at membership meeting	
APRIL	Remind members that nominations will be closed in April PEC verifies the slate of officers during April PEC meeting Freeze the slate of officers at April meeting – final nominations “Are there any more nominations” 3 times Commander Elect starts defining names for APPOINTED positions	
MAY	Voting by membership at May meeting. No other business Voting by single ballot or individual ballots depending upon if there are any contested positions Commander thanks and releases Election Committee members Committee Chair submits report to Commander	
JUNE	Installation of officers. Announcement of appointed officers Do we have a 2 nd installation for the appointed officers? NO – We install all at once	
JULY	New PEC team takes on leadership of the Post	

PROCESSES AND PROCEDURES (in no particular order):

FREEZING BALLOT: April Meeting

1. Election Committee has completed its work of filling all PEC officer positions for the Post
2. Explain to members that the ballot will be frozen tonight
3. The PEC has already voted to accept the names of member candidates on the slate of officers – elected!
4. All candidates are current on dues
5. We have a quorum of members present
6. Election committee chair asks, 3 times, if there are any more nominations for any office
 - a. If there are, those names are added to the list
 - b. If there are NOT, the committee chair announces that nominations are now closed for the XXXX year and the slate of officers is now frozen until elections in May

CONTESTED BALLOT VOTING – AT A POST MEETING:

We also have the possibility that we will meet at Blossoms in May AND that we may have a contested election. In this case, I propose the following process:

1. One week prior to the May meeting when elections will be held, the Election Committee develops a ballot sheet to be used for voting. We must provide a way for each Post member present at the meeting to vote for every elected position.
2. My suggestion is a simple, 1 page sheet, same as the ballot that would be sent out to members should there be no meeting. Same ballot whether we have a meeting or not. Ballot would be generated immediately after it is approved by the PEC
3. The ballot will be passed out to every member present along with a pen.
4. Members will vote, fold the ballot in half.
5. Ballots will be collected by the Election Committee members present at the meeting.
6. The Election Committee members present will count the votes (a tally sheet must be developed for each committee member do the counting).
7. The election results will be reported to the Commander who will announce them to the membership.

NEW NOMINATIONS:

In May, a member may make a motion that nominations be re-opened. Normal voting processes would be used to re-open the ballot. Based upon what changes are made to the ballot, the overall voting process may change if there ends up being more than 1 candidate for an elected position.

UNCONTESTED VOTING - AT A POST MEETING:

The election committee chair will announce that there have or have not been any changes to the slate of candidates since the ballot was frozen in April. That there remains only 1 candidate for each elected position. (If there had been any changes, those changes would be announced and reasons given)

When the slate of officers has only 1 candidate for EACH position or, there are no positions in which there is more than one candidate: We adopt a process so we don't have to vote on each position individually.

Post policy and prior actions call for a Post member (should be a Past Commander), to make a motion that since there are no contested positions, that the Adjutant should case 1 unanimous vote for the entire slate of officers. The motion is seconded and a hand vote of all members present is taken. There must be a quorum present (5% of paid members). Upon successful completion of the vote, the Adjutant will cast a single unanimous vote for the entire slate of officers. Voting is completed and the election committee can be dismissed. If vote is contested – we would fall back to Roberts Rules for guidance.

INSTALLATION:

Performed by District Commander: regular and short form process is described in Officers manual starting about page 52 for long form. Page 56 for short form. This is usually determined by the new incoming Commander.

NOTE: Don't we have to install the appointed officers after the Commander announces them?

CURRENT SLATE OF OFFICERS for 2023/2024

1/10/2023		Post 68 Officer Elections - 2023/2024		
Position	Incumbent	Candidate	Candidate	REMARKS
Commander	John Hacker			Elected Position
1st Vice Commander	Dan Fortini			Elected Position
2nd Vice Commander	Rob Penwell			Elected Position
Finance Officer	Jim Zelenski			Elected Position
Post Historian	Eric Mens			Elected Position
Post Chaplain	*Lou Tranzillo			Elected Position
Sergeant At Arms	Jamie Becker			Elected Position
Member at Large	Jim McAvoy			Elected Position
Member at Large	Marty Keck			Elected Position
Member at Large	*Elliott Koppel			Elected Position
Position	Incumbent	Appointed		REMARKS
Adjutant	Dan Dodge			Appointed Position
Service Officer	Lane Adrian			Appointed Position
Judge Advocate	Alan Simmons			Appointed Position
Logistics Officer	John Marone			Appointed Position
Public Relations	Tony Schirillo			Appointed Position
Membership	Eddie Jenkins			Appointed Position