

# NOMINATING POLICY (as amended 3/16/11)

## **TLC Brotherhood Elections**

1. In compliance with the bylaws and articles of incorporation, the following election policy is adopted by the TLC Brotherhood, as amended in March, 2011. This policy replaces any and all previous TLC Brotherhood nomination and election policies.

2. The TLC Brotherhood shall announce the region and approximate date of the following year's annual meeting at the previous annual meeting. The TLC Brotherhood annual meeting shall be held on a Saturday during the period of September 1st through December 31st, as approved by the Board of Directors, or as agreed by the Board of Directors, providing notification requirements in paragraph 2.B. and 2.E. can be satisfied.

a. The president shall appoint the nominating committee of at least three TLCB members. The president shall also appoint a trusted agent responsible for collecting and counting ballots for and at the Board of Directors' election, which is the first order of business at the annual meeting. In the event the President is eligible for re-election, the Vice President shall make these appointments.

b. The Board shall announce the opening and closing dates for nominations and the nominating and acceptance procedure in the March issue of Mekong Express Mail (MEM). The nomination period must be at least two weeks in duration and must end no later than May 15th, or as set by the Board of Directors.

c. The nominating committee shall deliver its recommendations for the slate of nominees and candidates named during the nomination period to the Board of Directors no more than ten days after the end of the nominating period.

d. The Board must announce the official slate, including "floor" nominees, in the June issue of MEM, or by special mailing to the membership.

e. The Board must include an absentee ballot and optional proxy designation, including the collecting address, with the June issue of MEM or special mailing, with clear instructions that it is to be used only by members who will not attend the annual meeting.

3. Actions of the nominating committee. The committee will:

a. Determine which Board positions are due for reelection

b. Determine which of the affected incumbents are willing to serve another term. From the secretary, the committee will verify that all willing incumbents are eligible for reelection.

For those offices for which there is no eligible and willing incumbent, the committee will search for a suitable candidate. The committee is urged to seek capable candidates who will serve the membership well and fairly and to be reasonably diligent in their search, to include considering members who have not had Brotherhood leadership roles in the past.

c. Collect nominations from the floor during the announced period and verify that named candidates are willing to serve in the positions for which named. Report recommendations and “floor” nominations to the Board of Directors.

d. The Nominating Committee Chairman will provide a copy of the official campaign policy regarding posting of bios to all nominators and nominees immediately upon nomination of a candidate.

Biographical/Campaign Information – a single side 8 ½” X 11” page, which summarizes a candidate’s position and/or biography.

1. Black and white photos are permitted but do not allow for the increase of the size of material beyond a single side page.

2. Color photos will not be reproduced in color.

3. Limitations are intended to control TLCB expenses and not to stifle free speech.

4. Actions of the Trusted Agent. The trusted agent will:

Verify votes received, to ensure that there are no accidental duplicates, between mail in (absentee), optional proxy designation, and at meeting votes. One member, one vote.