



July 14, 2020

Dear Fellow Lay Salvatorian,

I pray that you are staying safe and healthy during this pandemic. As was reported in the letter from the Joint Leadership Group published with Update, the pandemic has created uncertainty during these times. The Joint Leadership Group after prayer, discernment and long conversation unanimously came to the difficult decision to postpone all Chapter and Convocation meetings in 2021. This is a very disappointing decision but necessary to assure the health and safety of each of us. This also means that our elections are postponed one year and those currently serving on the Lay Salvatorian National Board and JLG will serve an additional year for a 4-year term of office. An important reason for postponing the elections is to assure that all 3 branches of the US Salvatorians are synchronized in their election cycles.

In the current LSNB Policies/Procedures, the term of office is 3 years. However, the policies and procedures can be changed by the LSNB if the policy to be changed is clearly specified in the Agenda of the LSNB meeting. The procedures state that the members should have an opportunity for input on the proposed change prior to the LSNB meeting at which the change will be on the agenda.

At the upcoming Fall 2020 LSNB meeting conducted by Zoom, the members will vote to postpone the elections for National Director and Sector Representatives for one year: from 2020 to 2021. The item about changing the election cycle by adding one year will be on the agenda. Therefore, we are seeking to suspend the policies and procedures related to elections for one year to allow for the 4-year term and then return to the normal 3-year terms. Copies of the specific policies and procedures are included in this letter.

Each Sector Representative will be contacting their members regarding this decision and seeking their input. It is important that you take this opportunity to participate in this process and respond to your Sector Representative.

So as we read the signs of our times, we ask for your prayers as we move forward during these challenging days.

Each of you are in my prayers as our nation faces this pandemic.

Blessings,

Jackie White, SDS
National Director

Attach: policies

National Board and the remaining officers are elected by the Board from the remaining members of the LSNB.

Executive Committee

1. The executive committee is composed of the National Director and two other Sector Representatives.
2. This committee is responsible for planning and convening meetings, setting agendas, and conducting all business matters between LSNB meetings.

Method of Operation

LSNB meetings are held biannually. Interim LSNB meetings may be called as needed by the Executive committee or by a quorum of the LSNB members. A quorum, consisting of a majority of the LSNB members, is required for any LSNB meeting.

All meetings by the Executive Committee and/or the entire LSNB outside its regularly scheduled meetings may be help through a phone conference or another suitable venue as determined by the National Director.

The approval of a Candidate or a Candidate's request for commitment must be by a majority vote of the Sector Representatives.

The LSNB generally operates by a consensus model however; any member of the LSNB can call for a vote. A majority of the Sector Representatives carries the motion. In the event of a tie, the National Director has the deciding vote.

The LSNB members or their alternates attend LSNB meetings. Third parties may be invited by the LSNB to participate in specific portions of the agenda for the purpose of sharing information or expertise.

For the LSNB to establish or change policy, it must be clearly specified in the published agenda. If the LSNB establishes or changes a procedure or policy without prior input from the members at large, it will review the change and the full membership's reaction at its next meeting.

The operating procedures and policies will be accepted by the LSNB by consensus. Changes to the operating procedures should be communicated to the Joint Leadership Group through the ND's report in their semi-annual meetings.

To Change / Update Policies

Lay Salvatorian Handbook

Election Procedures for Lay Salvatorian National Board

1. The LSNB appoints an Election Committee (EC) to oversee the election. The Committee will include: A Lay Salvatorian, chosen by the LSNB to serve as chairperson, one member of the Society of the Divine Savior and one member of the Sisters of the Divine Savior.
2. The LSNB sets the date for the announcement of the new Lay Salvatorian National Director (LSND) and the date for the announcement of the new Lay Salvatorian National Board (LSNB).
3. LSNB Member Elections
 - 3.1. National Director
 - 3.1.1. Seven months prior to the announcement, each Sector Representative receives the election packet which includes: a current LSND job description and a list of all Lay Salvatorians with at least 3 years of commitment.
 - 3.1.2. Six months prior to the announcement, each Sector Rep convenes a discernment meeting of all Lay Salvatorians in the sector to select their nominees from the list of eligible Lay Salvatorians provided to the Sector Representative. Each sector may nominate no more than 4 names.
 - 3.1.3. Five months prior to the announcement, names of the nominees are due to the EC who will contact those nominated to determine their willingness to run for the office of LSND.
 - 3.1.4. In the event there are more than three nominees, a primary ballot will be sent out to all Lay Salvatorians to narrow the list to no more than three names. The Election Committee will set a reasonable date for the return of the ballots, count the votes, and announce the final nominees.
 - 3.1.5. Two months prior to the announcement, a final ballot with no more than three names will be sent out to all Lay Salvatorians. The EC will set a reasonable date for the return of the ballots and count the votes. The person receiving the most votes in this election will be considered elected. The EC will hold the results of the ballots in secret until a formal announcement of the results.
 - 3.1.6. If a tie vote occurs, that person is elected who is senior by commitment, or if committed on the same day, senior by age.
 - 3.1.7. Formal announcement of the new LSND will be communicated via UPDATE. Prior to that announcement, the Candidates will be personally notified of the election results
 - 3.2. Sector Representative
 - 3.2.1. After the National Director is announced and at least two months prior to the announcement of the LSNB the EC sends to each member a list of Lay Salvatorians in their sector with at least 1 year commitment, (as of the effective date of the position) the Sector Representatives Job Description and a nomination ballot with a return date.
 - 3.2.2. Nominations are returned to the EC via mail.
 - 3.2.3. The three members receiving the most nominations will be contacted as to their willingness to serve if elected.
 - 3.2.4. An election ballot for each Sector containing no more than three names will be prepared by the EC and sent via mail to all committed Lay Salvatorians within the individual sectors.
 - 3.2.5. The EC will set a reasonable date for the return of the ballots.
 - 3.2.6. On the deadline for the return of the ballots the EC will tally the results for each sector and the election results will be communicated to the current LSNB.
4. Vacancy of LSNB Members
 - 4.1. In the event a LSNB member vacates his/her position on the LSNB that position will be filled in accordance with the Bylaws of the Lay Salvatorians, Inc, Article 4 Board of Directors, 4.03 Vacancies and in the case of an Officer of the Board, Article 5 Officers of the Corporation, 5.04 Vacancies.
 - 4.2. The LSNB shall insure the intentions and desires of the members of the Sector are considered.