

Official Communication for January 20, 2023 Lodges Only

Please review the below Lodge Election information from the Compliance Office. Start your new year off with excitement for your new Board of Officers, the leaders of your lodge!

2023-2024 Lodge Elections

How to Get it Right the First Time.

- ❖ Elections are coming and in preparation we want to assist you with all the information needed for a successful election. The lodge needs to be forming a Nominating Committee by following guidelines set forth under General Laws 33.2

Sec. 33.2 - Nominating Committee - A Nominating Committee shall consist of the eight (8) **elective officers** for Lodges with a full Board of Officers or six (6) officers for Lodges using only one (1) Trustee, **five (5) Past Lodge Presidents** (if the Lodge has so many available) in their order of juniority by service in that Lodge, and **five (5) members of the Lodge appointed** by the President, each of whom must be an appointed officer, committee chair or Past Lodge President (honorary or by service) of that Lodge. A larger Nominating Committee may be assembled when the Lodge deems it necessary for the good of the Lodge.

- ❖ **Timeframe to form Nominating Committees is set forth in Sec. 33.3.**

Sec. 33.3 - Meetings of Nominating Committee - The Nominating Committee shall be organized not later than the last regular general membership meeting in February for the regular election and not later than three (3) weeks prior to any special election. The committee shall give written notice of the time and place of its meeting to the Administrator of the Lodge and by verbal report in an open Lodge meeting.

With the exception of the Administrator, all officers shall be nominated at the last general membership meeting in March and elected at the first general membership meeting in April.

- ❖ Once the Nominating Committee is formed, it is their job to make decisions on who is eligible to run. Eligibility of Officers is explained under the General Laws in section 33.5. The committee should be fair and impartial for reviewing candidates. If a committee person has an interest in the outcome (such as spouse is running) they should recuse themselves from the discussion of that particular office. Remember, the lodge membership wants a chance to vote- you should offer all

eligible candidates that you see fit. This insures your membership has a voice and a vote.

Sec. 33.5 - Eligibility of Officers - Only active Lodge members, who are also either active members of one of the men's higher degrees or a Women of the Moose unit (or establish such active membership within sixty (60) day following installation), may be considered for any elected office. Eligibility requirements for Lodge offices are as follows:

President - Been an active member of the Lodge for at least six (6) months immediately preceding the date of election and completed at least one (1) year in another elected office (not a combination of offices) of the Lodge in which they seek office.

Vice President - Been an active member of the Lodge for at least six (6) months immediately preceding the date of election.

Chaplain - Been an active member of the Lodge for at least six (6) months immediately preceding the date of election.

Treasurer - Must be an active member of the Lodge.

Trustee - Must be an active member of the Lodge.

- ❖ **Just because a member is eligible under these guidelines does not mean the Nominating Committee might not have a reason they feel the candidate is ineligible for the ballot. For instance, the committee might not place a member on the ballot because they resigned their position the year before because of their work load outside the home. The committee does not feel that they are ready as their work load outside of the lodge has not changed. It would not be fair to leave a member off of the ballot because a committee person's spouse does not like the proposed candidate.**

- ❖ **Written campaigning for office is not allowed, nor is campaigning negatively against another member. Verbally introducing yourself to members and inviting them to the meetings is allowed and calling a friend to remind them elections is coming and you are running for office is allowed.**

CAMPAIGNING

A. Policy

The printing, circulating or distribution of resolutions, letters, tickets other written or printed matters, or through any electronic media by a member or anyone acting on their behalf, suggesting, recommending, opposing or containing the names of any proposed candidates for office, is strictly prohibited. Electronic media includes email, social networking sites, websites, blogs and text messages. Electronic media does not include the use of the telephone to call a member friend or member relative. For any violation of this section, the Chief Compliance Officer may suspend the membership of the offending member(s) and, declare the election of such officer(s) void and order a new election. **Verbal campaigning is allowed.**

- ❖ **The Election Committee is responsible for the proper election procedures to be followed. At all times the ballot box shall not be left unattended during the election. It is suggested that an active list of members be printed and given to committee to use when checking off members voting. The Election Committee should move to the back of the room to count the ballots, it is not allowed to leave meeting room to count ballots. The member list along with all ballots and list confirming the count with the election committee initials should be placed into ballot box and secured after election has been announced.**

Sec. 33.6 - Appointment of Election Committee - The President shall appoint an Election Committee composed of three (3) active members of the Lodge who are not officers or candidates for elective office. The committee shall conduct the election, pass on all questions concerning the election, count the ballots and file a written report to the Lodge of the results of the election. Each member of the committee shall sign the report and the report shall be attached to the Lodge minutes. If written challenge is made to a member of the Election Committee within forty-eight (48) hours of the closing of the election, the Election Committee shall impound the ballots pending final determination by the Election Committee or by an appellate officer or tribunal.

- ❖ **Annual Lodge Elections are to be done on the regular lodge meeting night and during the meeting, unless at previous meeting the membership has voted to use the Australian Ballot (Sec. 33.8). Then the election would be on a regular meeting day, with voting by the membership between specified time such as 3-6pm, 5-7pm, etc.**

Sec. 33.8 - Voting - Only active members physically present are eligible to vote for the election of officers. The candidate for each office receiving a majority (if there are two (2) candidates) or a plurality (three (3) or more candidates) of "yes" votes cast shall be declared elected. "No" votes are not counted. If there is only one (1) candidate for each office, the Lodge may dispense with the necessity of paper ballot and conduct the election by using the voting sign of The Moose. If the annual election of officers is to be by use of the voting sign, the Lodge must vote to approve this method at a general membership meeting prior to the election. At special elections, the members present and voting may unanimously select to use the voting sign but if a member objects, the Lodge must conduct the election by paper ballot.

No absentee ballot, write-in ballot or proxy vote shall be allowed. A Lodge may by majority vote of the membership at a general meeting, conducted at least two (2) weeks prior to the election, decide to use the Australian ballot. If the Australian ballot is used and the election is contested and subsequently declared void by the Chief Compliance Officer, the Lodge shall thereafter be prohibited from using the Australian ballot unless the Chief

Compliance Officer issues a special dispensation.

- ❖ **Installation of New Lodge Officers must be done by April 30. A special installation ceremony may be held if approved by current Board of Officers.**

Sec. 33.9 - Installation - The Junior Past President (who served as Junior Past President during the past year) shall be the installing officer of their Lodge. They shall install all duly elected officers at the last meeting in April each year or at a special installation ceremony approved by the Lodge Board of Officers to be held prior to April 30. All officers shall take office as of midnight, April 30, unless the Lodge has been notified by Moose International that it is not in good standing. If for any reason the Junior Past President is unable or unwilling to act, any prior Past Lodge President of The Moose appointed by the President-elect may conduct the installation ceremonies. All officers, elected or appointed, must be installed prior to taking office.

- ❖ **It is recommended that the lodge print the attached Lodge Election Handbook and the Election Handbook Forms and provide them to the chairman of the Nominating Committee for reference during meetings.**
- ❖ **All members voting must hold an active Lodge membership card in the lodge in which they are voting. When checking a women's card keep in mind you need to be checking the lodge expiration date and not the chapter expiration date. The card should also match the active list that the election committee is using.**
- ❖ **Please contact your Territory or Regional Managers with questions ahead of time. You can also email the compliance office with questions at micompliance@mooseintl.org.**
- ❖ **Enter your officers in LCL with a start date of May 1, once the changeover to the new campaign occurs.**

Doing the Election properly the first time eliminates confusion and disruptions for the members and also for the new Board of Officers beginning their new term in office.