Nominating Committee



SIR’s Branch 37

# Position Responsibilities for Chair & Assistants Date 2/2/16

The Nominating Committee is a committee of at least 3 “seasoned” Active Sirs appointed by the Big Sir annually. See Rule 130 and 131 in our SIR Manual.

The Sirs should have a general knowledge of the Active Sir members. The Committee is responsible for preparing a slate of nominees for Branch Officers and Directors for the coming year: Big Sir; Little Sir; Secretary; Assistant Secretary; Treasurer; Assistant Treasurer; and 6 Directors (Two 3 year Directors, two 2 year Directors, and two 1 year Directors).

Twelve nominations each year seem like a large task, but usually, only two new nominations are required; the new Little Sir and one three year Director. The current Little Sir should become our Big Sir nominee for next year and the current Big Sir usually becomes one of the three year Director nominees. The Secretary, Assistant Secretary, Treasurer, Assistant Treasurer usually continue in the position and the current three and two year Directors roll over to become the two and one year Directors.

All nominees should be familiar with the Branch Officer and Directors position descriptions as outlined in the SIR Manual, Rules 160-240 on Pages 15-25.

First, elect a Chair who is responsible for organizing the Committee meetings and reporting to the Big Sir as required. Get a current Active Members List from our Data Base Administrator. The Committee should first meet in January to plan strategies and their calendar for the next 4 months. They should confirm the continuing position candidates, not just assume their continuance. If continuing, the only new candidates are the Little Sir and one three year Director. Of course, if any of the continuing position candidates are unable to accept their nomination for next year those positions will also require a new nominee. All candidates should be Active Sirs (members in good standing) and should have access to email.

A Committee Monthly Progress Reports to the Big Sir, prior the each monthly BEC Meeting, shall commence in March. The Committee’s final Slate of Nominees shall be given to the Big Sir prior to our May BEC Meeting to be presented to the BEC for confirmation/acceptance.

The Nominating Committee responsibilities for the year will be completed upon the BEC confirmation/acceptance.

The Big Sir will give our Bulletin Editor our Slate of Officer and Director Nominees for next year to be published in our July Bulletin. See Rule 134 in our SIR Manual. (Bulletin Slate format attached)

The Big Sir will hold the election of next year’s Officers and Directors at our August Luncheon Meeting. See Rule 134 in our SIR Manual.