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Leadership!

The other day I created a new domain name for a Toastmasters website. I wanted a simple domain name, easy to remember, one that told our Toastmasters story in a nutshell. But, alas, all the good domain names have long been taken.

Toastmasters is all about speaking and leadership! For kicks I checked to see if www.SpeakLead.com was taken, expecting other clubs or even Toastmasters International would have grabbed that name by now. To my utter amazement that name was still available. I snapped up www.SpeakLead.com in a nanosecond.

Leadership assumes responsibility for a task larger than yourself that you accomplish through people. Leadership embraces the vision and best interests of those who depend

upon you for guidance.

This special edition of the Transmitter contains the nuts and bolts surrounding Toastmasters leadership. Just as public speaking, leadership also is regarded as an experience-gathering process. Like all adventures in Toastmasters you are encouraged to experiment and even make mistakes, try doing that in on-the-job training as you advance up through the ranks within the corporate world!

When I was president of Shibboleth club #386 I had the responsibility of leadership to my fellow club members. As an Area Governor I had responsibility to four club presidents. As a Division Governor I coordinated the efforts of five Area Governors.

This year as your District 19



Loren Toomsen
District Governor

Governor I answer to the needs of five of our finest Division governors. That is the matrix that accomplishes the larger activity of meeting District 19's mission to enhance the performance and extend the network of clubs. I encourage you to consider seriously the challenge and opportunity of Toastmasters leadership, a "process" of learning by experience. I invite you to develop your leadership skills utilizing the safety-net of Toastmasters.

Procedural information compiled directly from the Toastmasters International website at www.toastmasters.org or from the District 19 website at www.district19.us, November 2007.

District 19 Standing Rules

POLITICAL AND CAMPAIGN ETHICS

All campaigns for District Officers shall comply with Toastmaster International's Political and Campaign Ethics Policy.

No campaign may distribute written, audio or electronic

material without identifying the campaign chair and campaign membership to the top three District Officers.

All campaign committee membership information must be made available to all district members (e.g. posted on the District 19 website).

ELECTION OF OFFICERS

The election of District 19 Officers will be held on Saturday at the Spring District 19 Council Meeting. The date, time, and place will be decided by the District Governor. Notice will be given at

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Nominating Procedures

Ike Rayford, IPDG, AC-G
District 19 Nominations Chair

The last couple of years have been interesting years for electing officers, on a couple of occasions the election process has taken a turn due to regulations or protocols not being followed. So the question was asked, what are we missing in District 19? Why does it seem, every year, we find ourselves in the same situation having to nominate potential officers from the floor? Basically two reasons, we have gotten away from the process, and we don't adhere to the rules that have been set. Please understand this is not to say that our past administrations have done things wrong, we just want to revisit the process and make sure everyone understands it.

The Process: What is the process to nominating officers for District leadership? According to the Standing Rules of District 19, under the Special Rules of Procedure, the nominating procedure is as follows:

At the Fall District Council Meeting the District Governor shall appoint a Nominating Committee of not fewer than five (5) members, of whom at least three (3) shall be Past District Governors.

Any District 19 Toastmaster may submit to the Nominating Committee the names of members they would like the Nominating Committee to consider for office. The names must be submitted in writing no later than six weeks prior to the District Council meeting where the election is to be held.

The nominating Committee will review the names of the candidates to determine eligibility of those suggested. The nominating Committee will then contact those who are eligible, in order to determine whether they are willing to serve in that capacity.

The nominating Committee shall submit its report in writing to all

members of the District council at least two weeks prior to the election. The nominating committee may submit its report in the District 19 bulletin "The Transmitter".

At the District Council meeting, a member of the Nominating Committee (usually the Chairman) will read the report and place the names in nomination. A copy of the report will be given to the District Secretary. Nominations from the floor may be made following the report of the Nominating Committee.

Now that you have the process, maybe you know of someone, or you are interested in District leadership. The first step is to turn their name into the nominating committee, which will be designated at the fall conference. After the nominating committee is named, contact information will be listed in the Transmitter as well as on the District 19 website.



Toastmasters District 19 Proxy

I, _____ (the president or educational vice president) do hereby give my
(print name)

proxy for _____ Club # _____ to _____
(club name) (print name)

to be voted at the District 19 Fall Conference Saturday November 10, 2007 at the Clarion Hotel and Conference Center in Davenport, Iowa.

signed _____
(president or educational vice president)

date _____

Instructions

- The Club President and Vice President of Education are the voting delegates from each club.
- If either the Club President or VP of Education is unable to attend the District 19 Fall Conference they may use this proxy form or an e-mail to the credential chair to assign their vote to a club member who will vote in their place.
- If using this form: Print, complete and bring this Proxy with you to the District 19 Conference.
- Voting delegates must present this proxy to the Credentials Chair when they arrive at the Conference in order to vote.

Guidelines for Candidates and Campaigns

How to handle a campaign

Here are some general guidelines to help you through the election process.

Campaign Materials:

At area and division speech contests, all candidates may distribute campaign materials. They may also display campaign materials in a candidates' corner at these events if space is available for the candidates' corner and if all candidates have equal access. Campaign materials may not be placed on walls, chairs or tables outside of the candidates' corner.

At the district conference, all candidates may distribute campaign materials, and they're allowed to display campaign materials in the candidates' corner at a district conference. Campaign materials may not be placed on walls, chairs or tables, or handed out at educational sessions, meal functions or the district hospitality suite.

Speeches & Speaking Guidelines:

Campaign speeches are not permitted at any area speech contest, division speech contest or other district non-election meeting except the district conference. At the discretion of the area or division governor responsible for the speech contest, candidates present at the contest may be introduced to the audience if all candidates present are introduced.

All candidates in contested races for district office, including floor candidates, may be allowed to speak at the district conference at a time other than during the district's annual business meeting. These campaign speeches must be given at an appropriate time and place, and be of an appropriate length, as identified by the district governor, provided that all candidates are given an equal opportunity and are properly notified.

All candidates are allowed to give educational presentations at district conferences, provided the presentations conform to the needs of the district, and provided that all candidates for the same office are given an equal opportunity.

Hospitality Suites:

The only hospitality suite permitted at a district conference is the one provided and operated by the district, with no contribution from any candidate. The provision of a hospitality suite is, however, at the discretion of the district governor.

Advertising:

Advertisements by or on behalf of candidates for district office are not permitted in district publications.

<http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/Guidelines.aspx>



Qualifications for District Officers

DISTRICT GOVERNOR

Mission/Purpose

As the district's chief executive officer, directs the district in a way which fosters strong clubs; produces maximum growth in education completions, club and membership; and is consistent with the interests of members of Toastmasters International. Responsible for motivating the district to achieve Distinguished District. Achieves the mission of the district in a manner which motivates volunteer leaders and promotes a standard of excellence in all district activities.

Qualifications.

At the time of taking office, the district governor shall have served at least six (6) consecutive months as a club president and at least twelve (12) consecutive months as a lt. governor or division governor or a combination thereof and must be a member in good standing of a Toastmasters club in good standing.

LT. GOVERNOR EDUCATION AND TRAINING

Mission/Purpose

Under the guidance of the district governor, strives to have every club and each member reap the benefits of the Toastmasters educational program and to have every club become a Distinguished Club. Responsible for achieving Distinguished District goals for CCS, ACS and Distinguished Clubs. Provides direction and counsel to division governors, area governors, and club officers on the educational opportunities in Toastmasters. Responsible for the design and conduct of successful district training programs, conferences, and other district educational events.

Qualifications (at the time of taking office) The lt. governor education and training shall have served at least six (6) consecutive months as a club

president and at least twelve (12) consecutive months as a lt. governor, division governor, or an area governor, or a combination thereof and must be a mem-

ber in good standing of a Toastmasters club in good standing.

LT. GOVERNOR MARKETING

Mission/Purpose

Under guidance of the district governor, makes the benefits of Toastmasters membership available to greater numbers of people. Plans, develops, implements, and directs short-term and long-term district marketing objectives. Develops and directs programs for new club development, club rescue efforts, club membership promotion, and membership retention. Responsible for achieving Distinguished District goals for membership and club growth. Promotes standards of service to the member and to the club.

Qualifications (at the time of taking office) The lt. governor marketing shall have served for at least six (6) consecutive months as a club president and at least twelve (12) consecutive months as a lt. governor, a division governor, or as an area governor, or a combination thereof and must be a member in good standing of a Toastmasters club in good standing.

DIVISION GOVERNOR

Mission/Purpose

Achieves the mission of the district within the division, accomplishing district goals in membership building and retention, club extension, and educational accomplishments. Ensures that each club realizes its mission and fulfills its responsibilities to its members. Responsible for achieving Distinguished Division Program goals and for ensuring that areas and clubs within the division achieve Distinguished status. Serves the division clubs by providing district support and resources through the area governors.

Qualifications (at the time of taking

office) A division governor shall have served at least six (6) consecutive months as a member of a district council (e.g., club president, vice president education, area governor, district secretary, district treasurer) and must be a member in good standing of a Toastmasters club in good standing.

OTHER POSITIONS

The following positions are appointed by the district 19

governor: (Some districts vote in these positions.)

AREA GOVERNOR

Mission/Purpose

Provides district contact, support, and assistance to the club so that it may achieve the club mission and fulfill its responsibilities to its members. Helps clubs by keeping in regular contact with club presidents in the area and by visiting each club at least twice during the year. Is responsible for achieving Distinguished Area Program goals and for ensuring that each area club is a Distinguished Club.

Qualifications (at the time of taking office) Insofar as practicable, an area governor should have served as a member of a district council (e.g., club president, vice president education, or district officer) and must be a member in good standing of a Toastmasters club in good standing.

DISTRICT PUBLIC RELATIONS OFFICER

Mission/Purpose

Works under the direction of the district governor. Helps maintain communication between the district and its members and works to increase public awareness of Toastmasters International through the media. The public relations officer prepares a public relations program

(Continued on page 5)



Qualifications for District Officers Rules

<p><i>(Continued from page 4)</i></p> <p>designed to achieve goals for membership growth, club growth and educational achievements in clubs and achievement in the Distinguished Club Program. Promotes district conferences and leadership training opportunities within the district.</p> <p>Qualifications (at the time of taking office) This officer serves in a staff position under the direction of the district governor and must be a member in good standing of a Toastmasters club in good standing.</p>	<p>growth of Toastmasters by providing sound fiscal guidance to the district. Produces monthly reports reflecting the district’s financial status and ensures that expenditures remain within the budget approved by the district council. Ensures that the district maintains the financial controls established by Toastmasters International.</p> <p>Qualifications (at the time of taking office) Should have accounting experience, understand basic bookkeeping practices and must be a member in good standing of a Toastmasters club in good standing.</p>	<p>maintaining accurate minutes of district council, executive committee, and other meetings. Serves as custodian of District Administrative Bylaws and policies.</p> <p>Qualifications (at the time of taking office) Should be a reliable, prompt, well-organized Toastmaster who can accurately record meeting actions. Should have access to facilities for word processing and reproduction of materials. Must be a member in good standing of a Toastmasters club in good standing. If you would like to serve in one of these positions or if you know of someone who would like to serve, please submit his or her name to the district governor.</p>
<p>DISTRICT TREASURER</p> <p>Mission/Purpose</p> <p>Establishes and maintains effective fiscal management of the district. Promotes the</p>	<p>SECRETARY</p> <p>Mission/Purpose</p> <p>Helps district function effectively and achieve its mission by recording and</p>	<p>http://www.toastmasters.org/DistOffQual.aspx</p>

Nominations

<p>The nominating committee must verify that candidates meet eligibility requirements. No prospective candidate can be nominated until:</p> <ul style="list-style-type: none"> At the time of taking office, the district governor must have served at least six consecutive months as club president and at least 12 consecutive months as a lt. governor, division governor or a combination of these. At the time of taking office, the lt. governors must have served at least six consecutive months as club president and at least 12 consecutive months as a lt. governor, a division governor, or an area governor or a combination of these. At the time of taking office, the division governors must have served at least six consecutive months as members of a district council. If possible, the area governors must have served as members of a district council. The committee has determined that the candidate understands the duties and responsibilities of office, is committed to fulfilling those duties and responsibilities, and has the skills and abilities necessary to perform successfully as an officer. The committee should follow 	<p>the guidelines and timelines provided by World Headquarters.</p> <ul style="list-style-type: none"> The committee has determined that the candidate will accept the nomination, although the candidate has the right to withdraw his/her name from nomination at the district’s annual business meeting, and to be nominated from the floor as a candidate for another office. The committee has received a copy of the Officer Agreement and Release Statement signed by the candidate. To be nominated or elected, all candidates for district governor, lt. governor education and training, lt. governor marketing and division governor must sign the Officer Agreement and Release Form published by Toastmasters International. The district should make all reasonable effort to have all other district officers sign the statement. All signed forms must be sent to World Headquarters and kept as part of the district’s permanent records at World Headquarters. <p>http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/NominatingCommittee/Deliberations.aspx</p>	<p>Nominations from the floor</p> <p>What is the process of becoming a floor candidate? Here's what you need to know to start.</p> <p>Preparing For Floor Candidates:</p> <p>For each office, the district governor asks whether there are any additional nominations from the floor for the office. If floor nominees are not in attendance their designees will state the nominee’s eligibility qualifications.</p> <p>Qualifications:</p> <p>Floor candidates must be nominated by a member of the district council or their proxy holder. To be nominated from the floor, candidates for district governor, lt. governor education and training, lt. governor marketing, and division governor must sign at the time of the floor nomination – or must have previously signed – the Officer Agreement and Release Statement.</p> <p>http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/GeneralDistrictElectionInformation/FloorCandidates.aspx</p>
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Nominating Committee Procedures

In order to ensure successful district elections, the district governor must appoint a nominating committee. The work of the committee is critical in ensuring long-term district success. They must:

- ◆ Seek out prospective candidates
 - ◆ Evaluate and interviewing candidates
 - ◆ Nominate candidates
 - ◆ Provide a complete report of candidates
- (Which must be presented to district council members at least two weeks prior to elections)

<http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/NominatingCommittee.aspx>

Candidate Speeches and Voting Logistics

Rules to follow at the district conference

Each district officer candidate, including floor candidates, is entitled to a two-minute speech at the district conference. The speeches by the candidates are delivered in alphabetical order of the candidate's last name, by office, beginning with the highest contested office. Each such speech is delivered from the platform and given by the candidate, if present. If the candidate is absent, the candidate's representative may give the speech. No other speeches, demonstrations or other activities are allowed.

Voting Logistics:

The balloting for each office takes place immediately following the close of nominations for the office. The district governor informs candidates that they are expected to provide one Toastmaster to assist or observe the counting of the ballots. The election is completed and the winner announced before moving to the next office to complete nominations for that office.

Candidates nominated for one of-

fice and not elected to the office may be nominated from the floor for a lower office, in the order stated above.

After nominations for an office are closed, if only one candidate is running for the office, the district governor may entertain a motion to dispense with the secret ballot for the uncontested office and to instruct the secretary to cast a single ballot for the candidate. If there are multiple offices of division governor each with only a single nominee, the district governor may entertain a motion to dispense with the secret ballot for all the uncontested offices and to instruct the secretary to cast a single ballot for each candidate.

Any candidate receiving a majority of the votes cast is declared elected. In the event no candidate receives a majority of the votes cast for a contested office, voting continues with the use of special ballots and without the name of

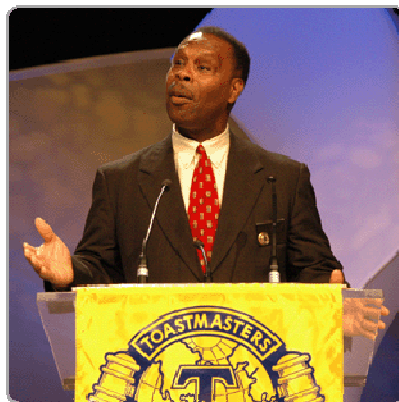
the candidate receiving the fewest votes. This procedure continues until one of the candidates receives a majority of the votes.

Election Results:

All election results are final upon adjournment of the district's annual meeting. Results of the election must be displayed in the registration area as soon as possible

following adjournment. All proxies and ballots are to be retained for 24 hours following the close of the meeting for review only by the district governor or district credentials chair, as necessary. Immediately afterward they must be

destroyed by the district governor or his or her designee.



<http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/CandidateSpeeches.aspx>

District Election Procedures

Who Can Vote?

Members of the District Council: Voting members of the district council are the club presidents, vice presidents education and the members of the district executive committee: district governor, lt. governor education and training, lt. governor marketing, the immediate past district governor, public relations officer, secretary, treasurer, division governors and area governors. Members of the District Council do not need a district proxy to vote, they must present themselves to the Credentials Desk before the District Business meeting.

Proxy:

A proxy is a means of ensuring clubs are able to cast both of their votes at District Business meetings. The district sends a credential/proxy form to each club president and vice president education in the district at least two weeks in advance of a district council meeting for use in the event either, or both, cannot attend the meeting. You may include this form in the District Newsletter or in the mailing announcing the meeting. The credential/proxy form must contain all of the following:

- ◆ District number
- ◆ Description of event
- ◆ Date and location of meeting
- ◆ Space for club name and number
- ◆ Space for name of club representative or proxy holder
- ◆ Space for signature of authorization of club officer and office held
- ◆ The date the credential/proxy is signed

Who Can Not Designate a Proxy Holder?

District Executive Committee members (District Governor and company) cannot proxy their vote. Executive Committee members must be present to cast their votes.

Who Can Be A Proxy Holder?

A club member in good standing may hold the district t proxy for their club and cast votes for either or both top club offers, President and Vice President of Education.

Who Can Proxy Their Vote?

The President or the Vice President of Education may designate a member of the club to act as a proxy and cast one or both of the club's ballots at the district business meeting. If only one top club officer attends the meeting, that officer shall be deemed to hold the others proxy and will cast two votes. If one of those officers is not at the meeting and has designated a proxy, then the other officer and the proxy holder will be credentialed for the club, each carrying one vote if neither top club officer is at the meeting. If neither top club officer is at the meeting and either has designated a proxy then the proxy holder will be credentialed for the club, carrying two votes. The intent is to assure that every club will be able to cast two votes.

Rules:

At the meeting, the district governor explains the election rules and procedures to the delegates. If the district governor is not present, a person designated by the district governor may stand in.

The district governor or designee makes clear that:

- ◆ Each candidate will speak on his or her own behalf.
- ◆ All candidates must take seats as close to the platform as possible.

If a candidate is not present:

- ◆ He or she may be represented by another person who will speak on his or her behalf.

- ◆ The candidate's representative must take a seat as close to the platform as possible.
- ◆ Restrictions apply regarding the choice of a representative. The following meeting officials may not give a speech on behalf of a candidate unless that individual resigns before the annual business meeting begins:
 - ◆ A member of the district executive committee
 - ◆ A member of the district nominating committee
 - ◆ The credentials chairman
- ◆ Any meeting official, including the meeting sergeant at arms, secretary or parliamentarian
- ◆ Others appointed

The following rules apply to the nominating committee's report:

- ◆ The nominating committee chairman gives the committee's report.
- ◆ If the chairman is absent, the district governor may designate someone else to give the report.
- ◆ The district nominating committee chairman (or designee) first announces the names of the members of the district nominating committee.
- ◆ The chairman then reads the name and club number of each candidate, in alphabetical order, for each of these offices: district governor, lieutenant governor education and training, lieutenant governor marketing, public relations officer (if elected), secretary (if elected), treasurer (if elected) and division governors

<http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/GeneralDistrictElectionInformation/DistrictElectionProcedures.aspx>



Credentials Desk

Getting ready to vote.

Before voting in a district election, a Toastmaster must register and receive his or her ballots at the credentials desk.

Preparing the credentials desk

If possible, the chairman in charge of the credentials desk should be a past district governor. The credentials chairman will need the following materials:

- ◆ A list of eligible clubs in the district.
- ◆ A list of current district council members (club presidents, vice presidents education and district officers eligible to vote).
- ◆ Ballots. Ballots must indicate the office being contested or be sequentially numbered for each contested election. Names of candidates nominated by the nominating committee may be printed on district ballots. Floor candidates' names cannot appear on district ballots.

Who can be a proxy holder?

- ◆ Either the club president or the vice president education may designate, in writing, any active individual members of the club to act as proxy at any district council meeting.
- ◆ In the event one of those officers is not in attendance at the meeting and has not designated a proxy:
- ◆ The officer or proxy holder in attendance must be deemed to hold the proxy of the other and may therefore cast two votes at the meeting.
- ◆ This assures that every club will be represented by two votes.
- ◆ No other proxies are valid at a district council meeting.

- ◆ District officers must be in attendance to cast a vote.

Determining the validity of a proxy:

To be valid at a district council meeting, a proxy must:

- ◆ Contain all of the elements described above
- ◆ Be delivered personally, by mail, by fax, by e-mail, by electronic transmission or by other reasonable means to the club member who will hold the proxy
- ◆ Be presented by the proxy holder in paper form (i.e. printed e-mail) to the credentials desk.
- ◆ If the proxy does not bear a handwritten signature, it must have the typed name of the club officer(s) giving the proxy or some other indication that the club officer(s) authorized the proxy to be given.

A proxy that complies with these requirements is treated as valid so long as the credentials desk has no reason to believe that the proxy was not authorized.

In addition, the following rules must be observed:

- ◆ A proxy holder cannot transfer or assign a proxy to someone else.
- ◆ A valid proxy delivered to the proxy holder is revoked only if the club officer who gave the proxy does one of the following:
 - ◆ Destroys the proxy
 - ◆ Cancels the proxy in writing

- ◆ Issues another proxy authorized at a later date
- ◆ Actually attends the district council meeting.

Credentials desk rules

All workers at the credentials desk are not to wear or display any campaign paraphernalia, and are to do the following:

- ◆ Ensure ballots are numbered sequentially, either on the stub or on a cover page, and that a list of those eligible to vote is available.
- ◆ Cross reference all ballots issued with the current list of district council members.
- ◆ Ensure all ballots issued are signed for upon receipt.
- ◆ Unless the district governor has received official notification from World Headquarters that a club's charter has been revoked, that club is entitled to voting privileges. Because

clubs remain in good standing until November 30 and May 31, regardless of whether their current dues renewals are paid, all clubs may vote at a district conference. A newly chartered club that has been assigned a club

number is entitled to voting privileges. A list of clubs eligible to vote is available upon request from WHQ by e-mailing: districts@toastmasters.org.

<http://www.toastmasters.org/Members/OfficerResources/DistrictOfficerResources/Elections/>



District Officer Nominating Form

Are you interested in nominating yourself or someone else for a district officer position? Please complete the form below and submit it to the district governor of your district. If you are nominating someone, you may submit more than one person's name for each position. To be nominated or elected, a person must be a member in good standing of a Toastmaster club in good standing, meet the qualifications of the position, consent to being nominated and must sign the Officer Agreement and Release Form.

District Officer Nominating Form

I wish to have the nominating committee consider the following person for the office of:

- ☐ District governor ☐ Lt. governor education & training
☐ Lt. governor marketing ☐ Division governor (please specify division _____)

If applicable:

- ☐ Public relations officer ☐ District secretary
☐ District treasurer ☐ Area governor (please specify area _____)

Name _____ ☐ CC ☐ AC ☐ DTM

Address _____ State/Prov. _____

City _____ Postal Code _____

Country _____

Telephone (H) _____ (B) _____ (C) _____

FAX _____ e-mail: _____

Home Club Name _____ Club No. _____

Please describe any club and district offices held by nominated individual (include dates of service if possible). Please share with the nominating committee why you believe the nominated individual should be considered for the specified position. If there is additional information you would like to include about this candidate that you feel would assist the nominating committee in their deliberations, please attach it to this form.

Submitted by: _____ Date: _____

Mail, fax or email to:

Ike Rayford,

Deadline for submitting this form <insert date>.

<http://www.toastmasters.org/OffNom.aspx>

**TOASTMASTERS
INTERNATIONAL
DISTRICT 19
OFFICIAL NEWSLETTER**

D19 Toastmasters
2400 26th St
Des Moines, IA 50310



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***Speak from the heart, your
message will start.***

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District 19 Standing Rules

(Continued from page 1)

least two (2) weeks prior to the District Spring Convention

One third (1/3) of the Club Presidents and Vice Presidents of Education, or their proxies shall constitute a quorum for the election.

The District Governor shall chair the election.

A member of the Nominating Committee, Usually the Chairman nominated by the District Governor, shall give the Nominating Committee Report.

Elections will be in the following order: District Governor, Lt. Governor Education and Training, Lt. Governor Marketing, Division Governors. Unsuccessful candidates may be nominated for subse-

quent offices. All persons to whom ballots have been properly distributed may vote for all District Officers.

Nominations from the floor may be made before the speeches and voting for the office begins. No nominating speech may exceed one (1) minute.

Order of speaking for a contested office will be determined by the District Governor.

Seconding speeches for the candidates will be a maximum of two (2) minutes. A timer will be appointed who will provide a signal when that time expires.

Voting for each office will be conducted by ballot immediately after all candidates for that office have had their sec-

onding speeches presented. Only ballots distributed by the Credentials Chair will be accepted. The appointed Tellers will count the ballots promptly, and the results will be announced before the next office is considered.

If no candidate (where there are more than two [2] candidates) receives a majority of the votes cast after the second ballot, the candidate receiving the lowest number of votes on each ballot shall be excluded in further balloting for that office.

In the event there is but a single nominee for an office, and no one objects, the vote may be taken by voice vote.

Updated May 2006 District Council