



SCRIPT FOR CONTESTED ELECTION

President: “The next order of business is the election of officers. The Secretary will read Sections 4 and 5 of Article VI of the Bylaws pertaining to elections.”

Secretary: Stands and reads the Bylaws section.

President: “The Nominating Committee Chair will read the report of the Nominating Committee.”

Nominating Committee Chair: “Mr./Madam President, the Nominating Committee recommends the following slate of officers: for President, [name]; for Vice-President, [name]; for Treasurer, [name]; and for Secretary, [name].” *(The chair hands the written report to the President.)*

President: “For President, [name] has been nominated by the Nominating Committee. Are there further nominations for President from the floor? *(pause)*

Member: “Mr./Madam President, I nominate [new name] for President.”

President: “[New name] has been nominated for President. Are there further nominations for President? *(pause)* Hearing none, nominations are closed.”

The president continues this procedure for each office.

President: “As President, I appoint [four people] as tellers for the Teller Committee. Will [specific Teller’s name] serve as chair?” *(pause)*

“The voting members will rise and count off. A teller will hand you a ballot as you count off. Please take your seat immediately after saying your number and receiving your ballot. Beginning with the member in the front row to my far left, please say ‘one’ and then be seated.”

“There are [number] voting members present. The candidates for President are [name 1] and [name 2]. Using the ballot provided, write your choice for election, and then individually fold your ballot once.” *(Allow two or three minutes for voting.)*

President: “Have all voted who wish to vote? Will the tellers please collect the ballots?”

Tellers leave to count ballots. The President proceeds with other business until the tellers are ready to report.

President: “The tellers are ready to report.”

Teller Committee Chair: “The Teller Committee reports:

Number of members eligible to vote is _____.

Number of votes cast is _____.

Number of illegal votes cast is _____.

The number of votes needed for election is _____.

(Candidate Name) _____ received (#) _____ votes.

(Candidate Name) _____ received (#) _____ votes.

President: “[Name of winner], having received a majority of the votes cast, is elected President. Congratulations.”
Continue to the next officer position.