

## EXCERPTS OF ROBERT'S RULES FOR NOMINATING AND ELECTING OFFICERS

Excerpted from Robert's Rules of Order, 11<sup>th</sup> Edition

### § 46. NOMINATIONS AND ELECTIONS

"A nomination is, in effect a proposal to fill the blank in an assumed motion 'that \_\_\_\_\_ be elected'" to the specified position.

...

"NOMINATIONS FROM THE FLOOR. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly – which may be while the election is pending. ... No second is required, but sometimes one or more members will second a nomination to indicate endorsement. ... In no event may a member nominate more persons than there are places to fill.

...

"If there is no nominating committee and nominations are to be from the floor, the chair calls for them by saying, for example, 'Nominations are now in order for the office of President.' ... When the presiding officer has called for nominations from the floor, a member ... makes a nomination as follows:

*MEMBER: I nominate Mr. A. ...*

*CHAIR: Mr. A is nominated. Are there any further nominations?*

"The chair repeats each nomination in this way until all nominations for the office have been made. Nominations for the different offices are thus called for in the order in which offices are listed in the bylaws.

...

"When it appears that no one else wishes to make a nomination, the chair should again ask if there are any further nominations; and if there is no response, he normally declares that nominations (for that office) are closed, without waiting for a motion to that effect, as follows:

*CHAIR: Are there any further nominations for President? ... [Pause.] If not [pause] ..., nominations are closed.*

...

"After nominations have been closed, voting for that office takes place, or nominations for the next office are called for by the chair, depending on the procedure being followed by the particular organization.

...

“If only one person is nominated and the bylaws do not require that a ballot vote be taken, the chair, after ensuring that, in fact, no members present wish to make further nominations, simply declares that the nominee is elected, thus effecting the election by unanimous consent or ‘acclamation.’

...

**Given that we have to hold elections by Zoom meeting, it will be necessary to do a roll call election if any position is contested.**

“ROLL CALL ELECTION. Although unusual, an election can be held by roll call. ... the member (or the chairman of the delegation, as the case may be), when called upon, declares his vote or the votes of the members of his delegation for each office to be filled. The secretary should record the vote(s) and then repeat them to be sure of their accurate recordation.”