

## WCR Committee Responsibilities STANDING COMMITTEE

### NOMINATING Committee Overseen by President

The Function of the Nominating Committee (REALTORS® only, must be elected) is to ensure the Chapter Bylaws are followed in the formation of a slate of officers for the chapter elections held annually. In addition, the Nominating Committee is responsible for assisting the President in conducting the elections according to the Bylaws.

#### Duties:

- The Committee shall consist of 4 (or 6) Active REALTOR® members in addition to the most recent past President able to serve, who shall be the chairperson of the committee
- One member of the Nominating Committee shall be elected by the Governing Board from its REALTOR® membership
- Three (or five) members and two alternates shall be elected by the general membership at the Annual Election Meeting. Alternates shall serve only in the absence of a committee member.
- Members shall serve for the calendar year subsequent to their election.
- Members shall not be able to serve successive terms, except those alternates who were not called upon to serve as committee members.
- **It shall be the duty of the Nominating Committee to solicit candidates and select at least one candidate for each office.** In the case of the Nominating Committee there must be at least 5 (or 7) candidates.
- No name shall be placed in nomination without the consent of the nominee with a 'Consent to Serve' form signed by the nominee.
- The Nominating Committee presents its slate, in writing, to the Chapter Secretary who shall present it in writing to the general membership at least 10 days before the Annual Election Meeting held prior to October 15th
- The Chairman of the Nominating Committee presents the slate at the Annual Election. The president asks for nominations from the floor.
- At the election, the Nominating Committee, with the Secretary, ensures that only REALTOR® and National Affiliates cast one vote each. Voting by proxy shall not be permitted
- The Nominating Committee shall be in charge of counting written ballots and reporting the results to the President. The President shall then announce the results to the general membership