



ROTARY INTERNATIONAL

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1 August 2012

To Governors in Zones 4, 6B, 10B, 13, 22, 26, 29 and 30

Subject: **Director Nominating Committee Procedures**

Dear Fellow Rotarians,

The RI bylaws provide that RI directors-nominee shall be selected by a zone nominating committee. These nominating committees are comprised of one member from each district in the zone or section of the zone. I am writing to advise you of your responsibility for implementing the selection process for membership on these committees.

At the 2014 RI Convention, directors will be elected from among the membership of clubs located in zones 4, 6B, 10B, 13, 22, 26, 29 and 30. The procedures for selecting the membership of the nominating committees are set forth in RI bylaws section 12.020. You will be responsible for implementing the selection process in 2012-13 for the committee member from your district, who will then serve on a 2013-14 nominating committee in your zone.

The following are the steps to be taken to select the member of the nominating committee from your district:

1. The member and alternate member of the nominating committee shall be elected at the 2012-13 district conference.
2. The member and the alternate must be a past governor at the time they are to serve, and must be a member of a club in the zone. He or she must have attended at least two Rotary institutes of the zone from which the director is being nominated and one convention in the three years prior to serving on the committee, that is, during Rotary years 2010-11, 2011-12, 2012-13. No Rotarian who has served twice as a member of such committee shall be eligible for service again. (see RI bylaws section 12.020.3.)

(Note: The RI Board of Directors, pursuant to the authority granted in RI bylaws section 12.020.12., has agreed that a past governor who does not meet the qualifications set forth in RI bylaws 12.020.3. and who is not otherwise ineligible for membership under such subsection may serve on a nominating committee for RI director if the current governor certifies to the general secretary in writing that there



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are no past governors available for election from that district who meet the qualifications of RI bylaws 12.020.3.)

3. Any club may nominate a qualified member where such member has indicated a willingness and ability to serve. Such potential member must be able to attend a nominating committee meeting sometime between 15-30 September 2013. The club shall certify such nomination in writing and certify the years the candidate attended institutes/conventions. Such certification must include the signatures of the club president and secretary. Such nomination shall be forwarded to the governor, for presentation to the electors of the clubs at the district conference. Each elector at the district conference shall be entitled to cast one vote in the election of the member.
4. The candidate receiving the majority of the votes cast shall be the member of the nominating committee. The candidate receiving the second highest number of votes shall be declared the alternate, and shall serve only in the event the member is unable to serve.
5. In certain circumstances, the Board may authorize a district to select the member of the nominating committee and the alternate member in a ballot-by-mail. In such cases, the governor shall prepare and mail to the secretary of every club in the district an official call for nominations for member. All nominations must be made in writing and signed by the president and secretary of the club (see RI bylaws section 12.020.9.) Any ballot-by-mail shall be concluded no later than 15 May.
6. The names of the member and the alternate member of the nominating committee shall be reported by the governor to the general secretary immediately following their selection, but in no case later than 1 June. A form for reporting this information is enclosed. If your conference takes place in June, the member from your district must be selected by a ballot-by-mail be be concluded no later than 15 May. The authorization from the RI Board for such ballot-by-mail is granted automatically. ***It is important that the district adhere to this deadline for reporting the names of its members. Any names submitted after 1 June cannot be included on the list of committee members sent by Rotary International.***
7. The Board shall designate a convener from the members of the nominating committee and designate the place of its meeting. The general secretary shall invite all clubs in the zone or section to submit their suggestions for director to the convener of the committee no later than 1 September. The nominating committee shall meet between 15-30 September. A majority of the members of the committee shall constitute a quorum. The transaction of business shall be by majority vote, except that in selecting the committee's nominee for director, the nominee must receive at least the same number of votes as the number which constitutes no less than a 60% majority of the committee.
8. The committee's nomination for the office of director and alternate from the zone shall be filed with the general secretary within ten days following the adjournment of its meeting.

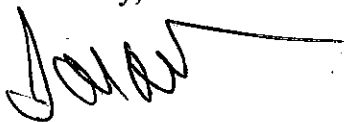
RI bylaws section 10.040.1. also provides that “No person who has agreed in writing to be a member, alternate member, or candidate for membership on a nominating committee, whether elected or not, nor any candidate who is elected and subsequently resigns from such committee, nor any spouse, child, or parent of any such person, shall be eligible to be nominated for the respective office in the year in which the committee serves.”

Should the general secretary receive a challenge to the choice of the nominating committee, the general secretary remains responsible for the balloting procedure, as provided in the bylaws.

Rotary International does not reimburse expenses of nominating committee members. Instead, the Board encourages each district to meet the expenses of its nominating committee member.

Should you have any questions about the implementation of the nominating committee procedures, please do not hesitate to seek advice from any one of RI's international offices, or from my colleague Alice Baehler, Associate Manager, Corporate Services Division, at telephone 847-866-3040 or email alice.baehler@rotary.org.

Sincerely,



John Hewko
General Secretary

cc: Michele Berg, General Manager, Membership Services
Laurie McCarthy, Manager, Club & District Support
Paul Carpenter, Manager, International Offices Division
Managers, RI international offices
Directors and Directors-elect, RI

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