

CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION (CCSDA)

CALL FOR NOMINATIONS

Every two years, CCSDA holds elections for its Executive Committee at its January Annual Meeting. Our next elections will be held at our meeting on January 22, 2024.

1. Executive Committee

All of the Executive Committee offices are up for election and are available for all Members to offer nominations (there are no “term limits” for the Executive Committee). The Executive Committee consists of: President, Vice President, and two Members-At-Large. The President may also appoint a “Past President” to serve on the Executive Committee, if desired. Below are the duties of each:

- **President:**
 - Preside over all Chapter and Executive Committee meetings.
 - Provide the Meeting Agendas.
 - Appoint Committees, as deemed advisable or authorized by the Executive Committee. Appoint the Treasurer and Secretary (with Membership approval).
 - Official spokesperson for the Chapter, and official representative to all CSDA meetings.
 - Maintain Chapter Website (or designate a person/committee to do so).
 - May appoint a “Past President” to serve on the Executive Committee, at his/her discretion.
- **Vice President:**
 - Perform duties of President in his/her absence.
 - Assist President in furthering Chapter goals.
 - Assume office of President in the event that President can no longer serve during his/her term.
- **Members-At-Large (2):**
 - Assist the President and Vice President in their duties.
 - Serve on the Executive Committee (along with President and Vice President, and “Past President” if appointed by the President).
 - Assist with duties as appointed to them by the Executive Committee.
- **Past President (if appointed by President):**
 - Provide historical continuity to current President and Executive Committee.
 - Advise on matters of ongoing governance of the Chapter.
 - Assist President in his/her office.

2. Nominations

The President shall select the Ballot Committee at the November meeting (November 20, 2023).

If you wish to run for an Executive Committee Office (President, Vice-President or Member-At-Large):

- Have your district’s Board of Director approve your nomination by motion or resolution.
- Submit your nomination / district resolution to the Ballot Committee **prior to Friday, December 22, 2023.**

The Ballot Committee shall:

- Compile the nominations submitted into a Ballot.
- Distribute the Ballot to the membership by email on Friday, December 22, 2023.

3. Elections (January 22, 2024)

- Ballot nominations will again be presented at the January 22, 2024 Annual Meeting.
- Ballot Committee will also call for additional Floor Nominations:
 - any member district (through its designated representative) may nominate a qualified member “from the floor” for an office.
 - Candidates nominated “from the floor”, if elected, shall be eligible to take office only *after* submitting a copy of their district’s motion or resolution supporting such nomination (post-election).
- After all Floor Nominations (if any) are made, Ballot Committee will close Nominations.
 - Multiple candidates nominated for the same position may have up to three (3) minutes to introduce themselves prior to the voting.
 - Voting will be held for each position:
 - If a quorum of the membership is present (zoom or in-person) at the meeting, a majority of the quorum is sufficient to elect each candidate.
 - If *less than* a quorum is present, 2/3 of the member districts present at the meeting will be needed to elect each candidate.