

Camp Election Policy and Procedures



This policy and these procedures are to be used when conducting Camp elections, replacing any other previous Camp election policy or procedures.

Camp Elections – ISDUP Constitution and Bylaws

- A. Officers of the Organization who constitute the Camp Executive Board shall be elected during even-numbered years.
- B. Camp elections shall be conducted adhering to approved policy under the direction of the Camp Parliamentarian and the Camp Executive Board.
- C. Members of the Camp Nomination Committee and the Camp Election Committee shall be appointed by the Camp Captain with the approval of the Camp Executive Board.
 1. The Camp Nomination Committee and the Camp Election Committee consist of three Members with at least one and not more than two Members of the Camp Executive Board.
 2. The Camp Nomination Committee and the Camp Election Committee may be the same.
 3. The Camp Parliamentarian may not serve as a Member of the Camp Nomination Committee or the Camp Election Committee.
- D. Elected Camp Officers shall serve for a term of two years and shall be eligible for reelection not to exceed three consecutive terms.
- E. Elected Camp Officers shall be installed by the Camp Parliamentarian or the Company Sponsor.
- F. If in an election year an emergency prevails or a disaster occurs in nation, state, or county preventing a Camp Election, all Officers shall remain in office until the next regular election year.

Article V, Section 7: Camp Elections, Page 15, Constitution and Bylaws

Note: In the case of elections, the quorum rule does not apply.

Definitions

Election: Camp elections occur every two years (*during even-numbered years*). The election cycle begins January 1 and ends March 31. The elections take place at the February and March Camp Meetings. The elections take part of the February and March Camp Meetings. A One-Camp Company holds elections during odd-numbered years since Camp Officers are also Company Officers.

Officers: Camp Officers to be elected are Captain, 1st Vice-Captain, 2nd Vice-Captain, Secretary, Treasurer, Registrar, and Historian. The Secretary and Treasurer positions may be combined. Appointed Camp Officers are selected by the Camp Captain with the approval of the Camp Executive Board after the election is completed. No installation is necessary for appointed officers.

Participants: Registered Members whose current dues are paid may vote, make nominations from the floor, or hold elected office.

Installation: The installation of newly elected Camp Officers takes place by May 31; date is determined by the Camp Captain. Installation occurs following every election cycle even if the same officers are re-elected. The installation is generally conducted by the Camp Parliamentarian or a Company Sponsor during a Company Sponsor visit. Installation script is found in the *Constitution and Bylaws*, Page 19 – “The Elected Officer’s Pledge.”

Terms of Office: The term of office begins June 1 and ends two years thereafter on May 31. The officers may then be eligible for re-election, but not to exceed three consecutive terms (six years). Vacancies shall not be filled by individuals who have reached their maximum time served in that position during the preceding period. Appointed Camp positions have no term limits.

Camp Election Steps and Instruction

(Camp elections are held every other year during even-numbered years.)

January

- Camp Captain appoints at least a three-member Camp Nomination and Camp Election Committee with the approval of the Camp Executive Board according to the *Constitution and Bylaws* (see Page 1). These Committees appoint a Chairman from within. The Camp Nomination and the Camp Election Committee may be the same.
- The Camp Parliamentarian is an advisor and **not** a member of this committee(s).
- The Camp Nomination Chairman:
 - a. Nominates individuals to be elected (one per office). Selections are from active Members whose dues are current.
 - b. Contacts proposed nominees and invites them to accept the nomination.
 - c. Prepares a list of nominees. See Camp Elected Officers Example on Page 4.
 - d. Distributes the list of nominees to Camp Captain prior to February Camp meeting.

February

- The Camp Election Chairman presents the list of nominees in the February Camp meeting and gives an opportunity for nominations from the floor to be made. See Camp Election Chairman Procedure on Page 3.
 - a. Nominations from the floor may be made with the proposed nominee's permission.
 - b. Only Members whose dues are current may be nominated, make nominations from the floor, or vote.
- The Camp Election Chairman clarifies the procedure for March's Camp election meeting:
 - a. All Members and Associates may attend the meeting.
 - b. Only Members whose dues are current may vote.
 - c. If no nominations from the floor are made, it is not necessary to prepare a ballot.
 - d. If nominations from the floor are made, the Camp Election Chairman prepares ballots (paper or digital) for those offices only, as others will be filled by acclamation. Ballots are distributed at the March Camp Election meeting. See Camp Ballot Example on Page 4.

March

- Biennial Camp Elections are held as part of the March Camp meeting.
- The Camp Election Chairman conducts the election.
 - a. If no nominations were made from the floor at the February Camp meeting, all offices are filled by acclamation.
 - There is no need to distribute ballots.
 - Results are announced.
 - b. If nominations were made from the floor at the February Camp meeting, voting is by ballot.
 - Ballots are distributed (paper or digital), marked, then collected and tallied.
 - Winners are announced.
- Newly elected officers are installed by the Camp Parliamentarian or Company Sponsor by May 31.

Camp Election Procedure

Conducted by Camp Election Chairman

Presentation of Proposed Officers/Nominations from Floor

(To be used at February Camp meeting only)

1. The Camp Election Chairman leads with:

"For Camp _____ (*office*) _____ the Committee has nominated _____ (*person*) _____.
Are there further nominations for the office of Camp _____ (*office*) _____?"

a. If no other nominee is presented, the Camp Election Chairman states:

"I declare _____ (*person*) _____ is nominated by acclamation to the office of
Camp _____ (*office*) _____."

or

b. If a nomination is made from the floor, the nominee's name is added to the ballot.

c. After the name is added to the ballot the Camp Election Chairman asks: "Are there further
nominations for the office of Camp _____ (*office*) _____?"

d. The Camp Election Chairman then states: "There being no further nominations, the nomination for
Camp _____ (*office*) _____ is closed."

2. The Camp Election Chairman repeats item 1 for each Camp office.

Ballot Procedure

1. If no nominations are made from the floor in the February Camp meeting, there is no need to prepare
ballots for the March Camp meeting. All offices will be filled by acclamation.

or

2. If nominations are made from the floor, ballots shall be prepared by the Camp Election Chairman for
distribution at the March Camp meeting (paper or digital) for those offices only, as all others will be
filled by acclamation. See Camp Ballot Example on Page 4.

Camp Elected Officers and Ballot Examples



Camp Elected Officers Example (for February Camp Meeting)

The Camp Nomination Committee nominates individuals (one per office) to be elected using policy in Camp Election Policy and Procedures. A list of nominees is prepared, and the list of nominees is distributed to the Camp Captain prior to the February Camp meeting. The following template may be used to prepare the list of nominees.

Camp Elected Officers	
Prepared and read at February Camp Meeting	
Camp Elected Office	Nominee Name (one nominee per office)
Captain	
1 st Vice-Captain	
2 nd Vice-Captain	
Secretary	
Treasurer	
Registrar	
Historian	

Camp Ballot Example (for March Camp Meeting – if needed)

A ballot is used at the March Camp Meeting for any positions with nominations from the floor in the February Camp meeting. Camp Election Policies and Procedures state if nominations from the floor are made, the Camp Election Chairman prepares ballots (paper or digital) for those offices only, as others will be filled by acclamation. Ballots are distributed at the March Camp Election meeting.

Below is an example of a ballot that could be prepared for the March Camp meeting if necessary. For example, if in the February Camp Meeting there was a nomination from the floor for the position of Camp Treasurer only, the “ballot” in the March Camp meeting would contain the following:

Camp Election Ballot	
Camp Elected Office	Nominee Name
Treasurer	<input type="checkbox"/> Name of nominee which came forward from the <u>Nomination Committee</u> <input type="checkbox"/> Name of nominee from nomination from the floor in February Camp meeting