



BALLOTING PROCEDURE FOR ELECTIVE OFFICERS

1. The Secretary and Newsletter Editor receive a list of nominees from the Nominating Committee by August 15th.
2. The Editor publishes the list of nominees in the September Newsletter with the following statement:

“Additional nominees for any office may be made by petition, signed by not less than twenty-five voting members and representing at least three employment organizations. Each such petition shall be accompanied by the written consent of the nominee to run for the office for which nominated and must be received by the Secretary no later than September 30th”.
3. The Secretary sends ballots and voting envelopes by October 15th, typically in the October Newsletter, to all current voting Section members (including “members of other Sections”), based on ITE Headquarters’ listing. Students, Section Affiliates, and Institute Affiliates do not vote. A sample ballot is attached.
4. As ballots are received, the Secretary notes which are from members whose dues are delinquent by more than six months.
5. Before the ballots are counted by the Tellers Committee (on or after November 10th), the Secretary checks with ITE Headquarters to determine if any delinquent dues were since paid.
6. The Secretary informs the Tellers Committee which ballots are valid.
7. Prior to the Section Annual Meeting in November, the Tellers Committee reports by letter the results of the election to the President and Secretary.

NOTE: This is a secret ballot – the results are first announced by the President at the Annual Meeting.