

ELECTION OF PRESIDENT & VICE PRESIDENT
(ANNUAL MEETING)

SECRETARY

1. Assume Chair

2. Announce Election

“Annual meeting of the Board of City Service Commissioners under the provisions of Section 63.18 of the Wisconsin Statutes, which says, ‘The Commission shall, at a meeting in July of each year, elect one member to act as President and one member to act as Vice President, each for a term of one year and until a successor is duly elected.’”

3. Call for and receive Nominations for Office of President

“Nominations are now in order for the Office of President”

Note: Nominations do not require a second.

4. Ask for further nominations – three times

1. “Are there any further nominations”

2. “Are there any further nominations”

3. “Are there any further nominations”

(Unless a motion to close nominations is made, seconded & carried by a 2/3 vote)

5. Declare Nominations Closed

6. Ask Nominee(s) if Willing to Serve

COMMISSION VOTES

Since bylaws do not prescribe a voting procedure, voting may be viva voce, by roll call, etc. Traditionally, we have done it by roll, called by the Assistant Secretary.

Note: If only one nominee is named for an office, you may declare that person elected by ‘general consent’ or ‘acclamation.’

7. Announce Election Results

8. Repeat #1 - #7 for Office of Vice President

9. Vacate Chair

NEW PRESIDENT NOW ASSUMES CHAIR
FOR THE REMAINDER OF THE MEETING

SUGGESTED STATEMENTS

#2

Nominations are now in order for the Office of President

#5

As many as are in favor of _____ for President, say 'aye;' those opposed, say 'no'.

The 'ayes' have it and _____ is elected President. OR

The 'noes' have it and _____ is not elected.