

Chapter 23 Nominating Committee

I. Purpose

The Nominating Committee shall use information contained in the GODORT and as well as information furnished by the Steering Committee to identify offices that must be filled and the requirements for these offices. The committee shall coordinate nominating processes by nominating and recruiting candidates and preparing information for the ALA ballot. All nominated candidates for committees must be current members of GODORT in order to participate in committee activities. The committee shall maintain a full record of the election results in order to have a record of eligibility for vacancies. The committee shall also coordinate the selection of GODORT's candidates for the Depository Library Council.

II. Organization

In accordance with the GODORT (Article IV, Section 1), all appointments begin at the start of new business at the Steering Committee meeting of the Annual Conference.

The Nominating Committee is composed of four members appointed to staggered two-year terms and the GODORT Assistant Chair/Chair-Elect.

A. Chair:

The Chair of the committee shall be appointed from among the committee members by the GODORT Chair with the approval of the Steering Committee.

B. Members

Two members are appointed each year.

C. Assistant Chair/Chair-Elect

The GODORT Assistant Chair/Chair-Elect serves as an ex-officio member.

III. Committee Officers and Duties

See Chapter 1: Conferences; Chapter 2: Communication & Correspondence; Chapter 3: Steering Committee.

A. Chair

1. Is required to have an active ALA Connect account for Steering communication.
2. Have activity updates posted to committee and GODORT membership following the Steering communication schedule (, Chapter 3).
3. Prior to Annual Conference: Have the agenda for committee meeting posted to the website by the Technology Committee.
4. At conference: Submits committee's minutes in format as described in to the GODORT Secretary by the evening before the GODORT Membership Meeting. If this deadline is missed, Committee

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Chair is responsible for making print (50) copies to bring to GODORT Membership Meeting.

5. Ensure that the events in Section V. E. (Calendar of Activities) within this chapter are completed on time.

B. Secretary

While not an official position, it is helpful for the Committee Chair to ask for a committee member

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3. Length of Term for Office

- GODORT Chair (three-year commitment, including one year as Assistant Chair/Chair-Elect, one year as Chair, and one year as Immediate Past-Chair) •
- GODORT Councilor (three years)
- Treasurer (two years)

accompanying advertisement, as well as the DLC Nominating Form and its accompanying advertisement, are avail

"Plea to Get Involved".

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their names to be nominated for the DLC and to run for GODORT offices.
Finalize the lists of candidates for DLC positions.
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September

- Send messages advertising the GODORT Depository Library Council nominating procedure to ALA for publication on the Web.
- Send messages advertising the GODORT DLC nominating procedure to various email lists
 - Be sure all attendance sheets for GODORT meetings have been received from each committee, task force, or other group. Contact the GODORT Secretary to obtain any that may have been forwarded to him/her. Use these sheets to identify and contact individuals who are interested in serving. When you have completed

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this task, forward these sheets to the GODORT Chair and Assistant Chair/Chair Elect.

October

- Post an announcement at the October Depository Library Council meeting containing information about GODORT nominations to DLC 2

schedule. The date by which ALA Headquarters must have GODORT's final ballot is commonly in the first week of February.

January (At the Midwinter Meeting)

- At the Steering Committee meeting, inform the Committee of any further need for candidates and solicit nominations if necessary.
- At the Nominating Committee meeting and throughout the Midwinter Meeting, recruit additional candidates (if necessary) and finalize the ballot, which will then be approved at the Steering Committee meeting.
- Visit task force and committee meetings in order to solicit officer candidates if necessary.
- At the Steering Committee meeting, submit the draft ballot of officer candidates to the Committee for its approval.

January/February (After the Midwinter Meeting)

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- Ensure all candidates are aware of the deadline by which

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