

ROTARY DISTRICT 5420 MANUAL OF PROCEDURE

Last Revised on May 19, 2005

At the Annual Conference of Rotary District 5420
Cedar City, Utah

E. Governor Nominating Committee

The procedure for selecting members of the District Governor nominating committee is as follows.

1. District 5420 will be apportioned by the District Governor into five (5) caucus areas which are approximately equal in membership. Those areas may be adjusted from time to time when club populations change.
2. The Nominating Committee will be composed of Rotarians who have served as club president and who are in good standing with Rotary International. It will consist of a member from each caucus area. Area caucuses will be held at a time and place set by the District Governor to select that member. The chairperson for each area caucus will be appointed by the District Governor. An additional three (3) members (one to be chairperson) will be appointed by the District Governor from a list of Past District Governors. Alternates will be selected in the event that any are disqualified or unable to serve. In the event a Nominating Committee is not selected then the procedure shall be in accordance with the Rotary International Manual of Procedure.
3. Vacancies on the District Nominating Committee will be filled by appointment by the District Governor.
4. In conjunction with the Chair of the Nominating Committee the District Governor will select a date no sooner than January 1 and no later than June 30 for the meeting of the Nominating Committee. Two months prior to that date the District Governor will extend an invitation to each club to propose a qualified candidate for District Governor-Nominee.
5. No later than one week prior to that date, the president of a club wishing to place one of its members in nomination for the District Governor-Nominee shall file with the Chairman of the Nominating Committee and the District Governor, a resolution of the club, adopted at a regular meeting of the club, naming such member as a candidate and certifying that the candidate meets the qualifications for District Governor-Nominee as outlined in the Rotary International Manual of Procedure.
6. On the date selected and as established by the Manual of Procedure of Rotary International, the Nominating Committee will meet to personally interview all Rotarians who are proposed for the position of District Governor Nominee. Not less than three (3) area members and two (2) Past District Governors must be present to constitute a valid interview. In making its selection, the Nominating Committee shall not be limited in its interviews to those names submitted by the clubs. The interviews must be held in person with the District Nominating Committee. Telephone interviews will not be accepted.
7. The decision of the Nominating Committee will be by majority vote. The chairperson will not vote except to break a tie.
8. Within three days of the meeting, the chair of the Nominating Committee will notify the District Governor in writing of the committee's selection for District Governor-Nominee. The District Governor will notify the selected candidate. Within one week of the selection the District Governor will mail to each club the name of the candidate proposed by the Nominating Committee, together with a statement of qualifications.
9. Within fifteen days of the date of the District Governor's letter of notification, any club which submitted the name of a qualified candidate other than the Nominating Committee's choice, may resubmit their candidate by resolution of the club, and, if qualified for District Governor, then those candidates along with the Nominating Committee's selection, will be placed on a special Rotary International mail ballot and submitted to the respective clubs in the district for vote by the electors. The clubs will be entitled to the number of votes as outlined in Section D5. The candidate receiving the majority vote will be elected District Governor-Nominee at the District Conference.
10. If a mail ballot is required, the procedure established by Rotary International Manual of Procedure will be utilized.
11. If within fifteen days of the Nominating Committee's notification, no candidate has been resubmitted, the District Governor shall declare the candidate selected by the Nominating Committee to be the

District Governor-Nominee and shall so notify all clubs in the District in writing not later than one month after the declaration.

12. Campaigning for the office of District Governor-Nominee by any candidate or committee or person supporting such candidate is strictly prohibited in the Rotary International Manual of Procedure. Such candidate will be disqualified.