

LETTERHEAD

TO: KSRA Board of Directors

FROM: \_\_\_\_\_, Nomination and Election Chair

DATE: July 1, \_\_\_\_\_

Your nominations are hereby requested for the following offices in KSRA:

Office to be filled

Term of Office

NOMINATION AND ELECTION PROCEDURES

1. Nominations with approved vitae are to be submitted to the Nomination and Election Chair by September 30, \_\_\_\_\_.
2. A slate will be prepared and sent to councils and KSRA officers by October 15, \_\_\_\_\_, along with the number of votes to which each is entitled.
3. Ballots must be returned to the Nomination and Election Chair by November 18, \_\_\_\_\_.
4. At least one nominee for each office is required by the bylaws. Advance consent must be secured from the nominee by those who are nominating the individual.
5. Any member in good standing, who is a member of the International Reading Association and has been a member of a Pennsylvania local or special interest council for the past two years, is eligible for election as an officer of the Keystone State Reading Association. Nominees for the office of vice president shall have served as president of a local or special interest council (Article IV, Section 1). Nominees for the office of Regional Director shall have served as president of a local council.