

# Nomination and Election of Chapter Officers

Every Term your Chapter should conduct “Nominations and Election of Officers,” in order to select the leaders for the coming term. Current chapter officers should meet with the Chapter Advisor to determine when Nominations and Elections should be held. Nominations and Elections are open to only those who would normally be permitted in a chapter business meeting.

There are four (4) elected officers of a Chapter: Master Councilor, Senior Councilor, Junior Councilor, and Treasurer. Note: The Chapter Scribe is selected by the Chapter Advisory Council and serves a one-year term.

It is a two-stepped process to select Chapter Officers:

1. Nominations
2. Elections

## **NOMINATIONS**

Your Chapter By-Laws should state when nominations are to be held. Usually they should occur approximately two months before the next installation date and one business meeting before elections.

When it is time to begin nominations, the Master Councilor would declare:

**“The Chapter will now hear nominations for the following Chapter Offices: Master Councilor, Senior Councilor, Junior Councilor, and Treasurer.”** *(Note: some chapters may only elect a Treasurer once a year or may combine the position with the Scribe’s position, in which case, it would be an Advisory Council appointment.)*

To open nominations, the Master Councilor says:

**“I now open the floor for nominations for the office of \_\_\_\_\_.  
Are there any nominations?”**

Any member of the chapter may rise and when recognized by the Master Councilor, say:

**“Brother Master Councilor, I nominate Brother \_\_\_\_\_ for the office of \_\_\_\_\_.”**

A nomination does not require a second.

There are no nominating speeches, unless the advisory council approves this ahead of time.

The Master Councilor then asks:

**“Are there any further nominations?”**

The Master Councilor asks this three (3) times and if no one rises to make another nomination, the Master Councilor declares the ballot closed or tabled, which ever is appropriate.

**“I now declare nominations for the office of \_\_\_\_\_ closed.” (rap)**

## **ELECTIONS**

Elections should take place at the meeting following nominations unless approved by the advisory council.

**Elections are conducted by paper ballot.**

A candidate must receive a simple majority (50% plus one) of the votes cast, not counting blank or otherwise “spoiled” or unreadable ballots.

*Example: If there are 12 votes cast, a candidate must receive 7 votes in order to be elected.*



The Master Councilor should appoint a committee of three DeMolays and an Advisor to distribute, collect, and tally the ballots.

Once ballots are distributed, the Master Councilor should declare elections open for a particular office. Officers are elected one position at a time.

**“I now declare the election open for the office of \_\_\_\_\_.” (rap)**

At this time, chapter members cast their ballot, which are then collected by a member of the Tally Committee.

When it appears that all ballots have been collected, the MC asks:

**“Have all cast ballots been collected?”** *(If not, a committee member then collects the ballot and the Master Councilor again asks if all cast ballots have been collected.)*

Once all ballots are collected, the Master Councilor declares the ballot closed.

**“ I now declare the election for the office of \_\_\_\_\_ closed.” (rap)**

The Tally Committee, from the Scribe’s desk, then announces the vote. One member of the committee reads the ballot aloud, while the Advisor observes. The other two members keep separate tally of the ballots. Votes should be announced as follows:

**“ One vote, (name of nominee).”**

After each five votes for a particular candidate, the two members keeping vote tally should announce:

**“Tally.”**

Once all ballots have been tallied, the Committee will deliver vote totals to the Master Councilor, so that he can announce the results to the chapter.

**“Brethren, the vote is as follows: (begin with the nominee with the fewest number of votes.)**

**Brother \_\_\_\_\_, \_\_\_\_ votes**

**Brother \_\_\_\_\_, \_\_\_\_ votes**

If a majority is reached, the Master Councilor will then declare a nominee elected.

**“Brethren by your vote, you have elected Brother \_\_\_\_\_ to the office of \_\_\_\_\_.”**

The Master Councilor will then ask the officer-elect if he accepts his election.

**“Brother \_\_\_\_\_, you have been elected to the office of \_\_\_\_\_ for this chapter. Do you accept your election?”**

The officer-elect should rise and state simply:

**“Brother Master Councilor, I do.”**

The Master Councilor should then give one rap of his gavel to indicate the conclusion of this election and lead the chapter in applause congratulating the newly elected chapter officer.

If there are more than two candidates for an office and a majority cannot be reached, the candidate with the fewest number of votes should be dropped from the election and another ballot taken until a majority is reached. The Master Councilor should announce the vote as follows:

**“Brethren, the vote is as follows: (begin with the nominee with the fewest number of votes.)**

**Brother \_\_\_\_\_, \_\_\_\_ votes**

**Brother \_\_\_\_\_, \_\_\_\_ votes**

**Brother \_\_\_\_\_, \_\_\_\_ votes**



**A majority has not been reached. We will now have a second ballot. The nominees for this ballot are Brother \_\_\_\_\_ and Brother \_\_\_\_\_.** *(The nominee with the fewest number of votes is dropped from this ballot.)*

The balloting process outlined above is then followed to its conclusion with the election of the chapter officer.

When there is just one candidate, the chapter may choose to do a “yes” or “no” written ballot. This method should be employed where there is no dissent to the election of the nominee, even if he is the sole nominee. The Master Councilor should state:

**“Brethren, we will now conduct a “yes” or “no” ballot for the office of \_\_\_\_\_. There is one nominee, Brother \_\_\_\_\_**

**If you favor the election of Brother \_\_\_\_\_ to the office of \_\_\_\_\_, mark your ballot “yes.” If you do not favor his election, mark your ballot “no.”**

The balloting process as outlined above is then followed.

If everyone is in agreement on the candidate, a member may call for a “unanimous paper ballot.” A member rising to make such a motion, should state:

**“Brother Master Councilor, I move that the Scribe be instructed to cast a unanimous paper ballot to elect Brother \_\_\_\_\_ to the office of \_\_\_\_\_.”**

The Master Councilor may call for such a motion from the floor by stating:

**“I will now entertain a motion that the Scribe be instructed to cast a unanimous paper ballot to elect Brother \_\_\_\_\_ to the office of \_\_\_\_\_.”**

Neither motion requires a second. Master Councilor calls for a voice vote. Any dissent to such an election requires that a “yes or no” ballot be conducted.

When an elected is reached, the Master Councilor announces:

**“Brethren, by your vote you have just elected Brother \_\_\_\_\_ to the office of \_\_\_\_\_.”**

Once all elections have been concluded, the Master Councilor should declare:

**“I now declare elections closed.” (rap)**