



A. STANDARD PROCEDURE: **STATE COUNCIL AND CHAPTERS ELECTIONS**

I. **PURPOSE:**

- A. To provide guidelines for Council and Chapters election process
- B. To ensure continuity of Council and Chapters leadership
- C. To provide on-time input of Officers in National database by October 31.

II. **PROCEDURE**

- A. According to National ENA Council/Chapter Operating Procedures:
 - 1. The Officers must be elected by a majority vote of the active members
 - 2. Each state council or chapter will hold regularly scheduled elections for its officers.
 - 3. State Council and Chapters elections must be held prior to October 31.
 - 4. A committee, elected or appointed by representatives of the state council or chapter, may be formed and charged with identifying and qualifying candidates for office.

III. **PROCESS**

- 1. Candidate nominations will be solicited on the website, by email, and/or recommendations from members.
- 2. Current Council and Chapter Officers will ensure candidate eligibility and qualifications.
- 3. Election dates, nominations, candidate pictures, and candidate biographies will be placed on the State website.
- 4. Membership will be notified of commencement of officer elections.
- 5. A Survey Monkey voting form will be emailed to each active member.
- 6. A Survey Monkey voting link will be placed on the website.
- 7. All active Michigan ENA members are eligible to vote in the State Council elections.
- 8. All active Michigan ENA Chapter members are eligible to vote in the Chapter elections.
- 9. Active members will be identified from the National database one week prior to beginning of voting.
- 10. State Council President and Secretary will be notified of Chapter Election commencement.

IV. **ELECTION RESULTS**

- A. Election results will be communicated to members via email and on the website.

V. Signature: _____ Date: _____

- 1. State Council President