

WIUPMI-Area 61 Election-Voting Procedures - **PROPOSED**

Fall 2018 Election Assembly for Panel 59 (2019-2021)

The initial procedures were derived from the last election at the Fall 2015 Election Assembly along with updates from the Al-Anon/Alateen Service Manual (2018-2021). These procedures are open for discussion and change.

They will be finalized with a 2/3 vote of the Assembly at the Fall Election Assembly, *Excerpted from Al-Anon/Alateen Service Manual (Service Manual), pg 151-152.*

1. Overall Procedures

a. Define seating arrangements and room absence procedures.

- i) Seating will be classroom style. *(Lunch will be served in the lobby at round tables.)*
- ii) Very limited periods when the voting members may be out of the room. The Chairperson will appoint Room Monitors who will keep track of who has exited and know where they are.

b. Define quorum requirements

- i) "A quorum consisting of 15 per cent of the registered groups must be present to do business and 15 per cent of the members of the AWSC must be present to do business. (9/88)" *WIUPMI-Area 61 Al-Anon/Alateen Policy Manual (Policy Manual), General Policies, item 3, pg 3*
 - (1) Election of Officers – 15% of eligible voting members (Group Representatives from 15% of the active WIUPMI-Area 61 Al-Anon & Alateen groups).
 - (2) Election of Coordinators – 15% of eligible voting members (outgoing AWSC consisting of Officers, Coordinators, and DRs)
- ii) If a quorum is not met, no voting may take place

2. General Voting Procedures

a. Levels of Voting Consensus

See the next section for use of substantial unanimity and simple majority

- i) Substantial unanimity (Warranty Three)
 - (1) 2/3 of the eligible voting members present for the vote.
- ii) Simple majority
 - (1) 1/2 of the eligible voting members present for the vote.

b. Taking the Vote

- i) Take the 1st vote. If no **substantial unanimity**, ask if anyone wants to drop out. The candidates may request the actual vote tally.
- ii) Take a 2nd vote. If no **substantial unanimity**, a 3rd vote will be taken dropping all but the top 2 candidates.
- iii) Take a 3rd vote. **Simple majority rules.**
- iv) If the 3rd vote is a tie, pull from the hat.

c. Mechanism for the vote

- i) Secret paper ballot

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3. General Qualifications for Area Positions

- a. Members who are paid employees in Al-Anon service do not qualify to be in an Area service position.

“Employees in Al-Anon Services

. . . any Al-Anon member who is gainfully employed in an Al-Anon service does not serve as a volunteer in a policy-making position, such as Group Representative (GR), District Representative (DR), Area Assembly Officer or Coordinator, Delegate, or WSO Trustee.” *Service Manual, pg 109*

- b. Members who are also members of A.A. are not eligible to be an Area Officer since they must be a previous DR. Being an Area Coordinator is not allowed since they have full voting rights as members of the AWSC.

“Service Participation by Members of Al-Anon Family Groups Who Are also Members of Alcoholics Anonymous

Al-Anon’s policy is that members who are also members of A.A. do not serve as Group Representative (GR), District Representative (DR), Area Delegate, World Service Conference member, alternate to any of these service positions or on any committee of the World Service Office.”...

“Al-Anon members who are also members of A.A. participate fully in all group activities, including group conscience decisions. However, they do not hold Al-Anon service positions that vote in matters affecting another group or Al-Anon or A.A. as a whole.” *Service Manual, pg 87*

Members who are also members of A.A. are not eligible to be an Area Officer since they must be a previous DR. Being an Area Coordinator is not allowed since they have full voting rights as members of the AWSC.

4. Voting Procedures for Officers

a. Who votes for Officers?

- i) Group Representatives (GRs)

“The Delegate and new Assembly officers are **elected by the GRs** at an election Assembly, held prior to December 31 at a convenient location in the Area every three years.” *Service Manual, pg 141*

- ii) “Each group has one vote.” *Service Manual, pg 142*

- iii) Ensure that a quorum is present in the room.

b. Candidate Identification

- i) Start with the Delegate position followed by Alternate Delegate, Chair, Secretary, and then Treasurer.

- ii) For each position, state the eligibility requirements.
(*display the Position Description & Job Requirements on the screen.*)

(1) Must meet the **General Qualifications for Area Positions**.

(2) Candidates who stand for Delegate, Alternate Delegate, Chairperson, Secretary, or Treasurer shall consist of outgoing DRs, DRs who have resigned their position to serve a current Assembly assignment, former 3 yr. DRs who remain active on the Area level (i.e. AWSC) and regularly attend meetings.

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(3) The new Delegate may not be the current Delegate (can't have 2 consecutive terms).
"A Delegate may not succeed himself, but may be re-elected after an interim three-year term provided he has remained active in service at the Area level." *Service Manual, pg 152*

iii) Identify all members who are eligible for the position. Have these members stand up. Starting with the DRs, ask each person if they are willing to stand for the position. If the answer is 'no' have them sit down. If the answer is 'yes' have them move to the front of the room. Those interested must complete a Candidate Profile if not previously submitted.

iv) Each candidate states her/his qualifications for the position.

c. **Taking the Vote To Elect New Officers**

i) All candidates for a position leave the room during the vote.

ii) State who is eligible to cast a vote (GRs).

iii) Votes are cast, collected, and counted.

iv) Ensure that a quorum was present for the vote. If not, find the absent voting members and re-vote.

v) Use the **Taking the Vote** process above until a candidate has been elected.

vi) Move on to the next position.

5. **Voting Procedures for Coordinators**

a. **Who votes for Coordinators?**

i) Current AWSC members.

ii) Ensure that a quorum is present in the room.

b. **Candidate Identification**

i) For each position, state the eligibility requirements.

(Display the Position Description & Job Requirements on the screen.)

(1) Must meet the **General Qualifications for Area Positions**.

(2) "**Area Coordinator** An Al-Anon member, not necessarily a Group Representative (GR), appointed by the World Service Delegate or Assembly Chairman, or elected or appointed according to Area autonomy." *Service Manual, pg 137*

(3) "In order to perform their duties as a Coordinator, **Area Alateen Coordinators** must be certified as an Al-Anon Member Involved in Alateen Service (AMIAS) in the Area they serve. . . . Based on their needs and autonomy, Areas may determine if the AAPP is required to be a certified AMIAS." *Service Manual, pg 75*

The Area has determined that the AAPP must be a certified AMIAS by the beginning of his/her term.

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- ii) Identify all members who are eligible for the position. Have these members stand up. Starting with the GRs, ask each person if they are willing to stand for the position. If the answer is 'no' have them sit down. If the answer is 'yes' have them move to the front of the room. Those interested must complete a Candidate Profile if not previously submitted.
 - iii) Each candidate states her/his qualifications for the position.
- c. **Taking the Vote To Elect New Coordinators**
- i) All candidates for a position leave the room during the vote.
 - ii) State who is eligible to cast a vote (AWSC).
 - iii) Votes are cast, collected, and counted.
 - iv) Ensure that a quorum was present for the vote. If not, find the absent voting members and re-vote.
 - v) Use the **Taking the Vote** process above until a candidate has been elected.
 - vi) Move on to the next position.