

FORMATION AND PROCEDURES OF THE TEXAS MUNICIPAL LEAGUE NOMINATING COMMITTEE

The TML Nominating Committee shall be formed and shall conduct its activities under the following TML Board-adopted policies.

Formation of a Nominating Committee

During the June meeting of the TML Board of Directors, the TML President shall appoint a TML Nominating Committee to be made up of not less than five nor more than seven members of the TML Board of Directors, all of whom shall be elected officials.

The most immediate TML Past President shall chair the Nominating Committee, and two other Past Presidents shall be appointed to the Committee.

The TML President shall attempt to make appointments in a way that balances the Nominating Committee with regard to gender, ethnicity, geographic regions, city size, and other relevant factors. A person is ineligible to serve on the Nominating Committee if the person is from the same city as a candidate.

Following the June meeting of the TML Board of Directors, all Board members and all member cities shall be notified of the composition of the Nominating Committee and of the procedures to be used by the Committee. Specifically, such information shall be printed in the issue of *Texas Town & City* magazine that is published in July.

Procedures of the Nominating Committee

A candidate for TML President-Elect must be: (1) an elected official of a member city; (2) a member of the TML Board of Directors; and (3) shall declare his or her candidacy by emailing or mailing the completed Candidate Data Form, city council resolution of support, and other attachments to:

Nominating Committee
c/o Bennett Sandlin, Executive Director

bennett@tml.org

or

Texas Municipal League
1821 Rutherford Lane, Suite 400
Austin, Texas 78754-5101

Candidate Data Forms may be obtained from the TML Executive Director.

A candidate for TML President-Elect must submit the Candidate Data Form along with any attachments to that form. That material must be emailed or mailed, and must be received by

September 1. The TML Executive Director shall distribute the submittal materials to Committee Members.

The Candidate Data Form submitted by a candidate for TML President-Elect must include a copy of a resolution of support from the candidate's municipal governing body and may include a biography or resume.

If there are two or more candidates for the position of TML President-Elect, the Nominating Committee shall interview the candidates no sooner than September 1 and no later than the day on which the Nominating Committee makes its report to the TML Board of Directors during the TML Annual Conference. The specific times and places for such interviews shall be coordinated by the TML Executive Director. The TML Executive Director shall not be present during deliberations except at the unanimous request of the Nominating Committee members present.

Members of the Nominating Committee may seek candidates for TML President-Elect prior to September 1.

All persons who are eligible to run for TML President-Elect shall be informed that the TML Nominating Committee will base its decision on the candidates' qualifications and interviews, and not on the basis of campaigning directed to the Nominating Committee, the TML Board of Directors, other city officials, or member cities.

If, at the time of the February/March or June meeting of TML Board of Directors, the position of President-Elect is vacant, the timing of the Nominating Committee procedures can be accelerated to elect a President-Elect.

If, at the time of the February/March or June meeting of the TML Board of Directors, the position of President and President-Elect are vacant, the timing of the Nominating Committee procedures can be accelerated and shall govern the President and President-Elect selection.

Report of the Nominating Committee

The Nominating Committee shall make a written report to the TML President prior to the time the Committee will make its oral report to the TML Board of Directors at the TML Annual Conference. That meeting shall be an open meeting and shall be listed in the Annual Conference Program.

The Nominating Committee shall nominate one Board member for TML President and one Board member for TML President-Elect.

Action on the Nominating Committee Report

Following the oral report of the Nominating Committee, the position of TML President shall be considered first and separate from the position of TML President-Elect.

Nominations from the floor shall be allowed. Three TML Board members must second any nomination from the floor for either TML President or TML President-Elect. A TML Board member may nominate himself or herself or may second his or her nomination. A nomination from the floor does not require the suspension of any rules of procedure.

If an election is contested, each candidate may address the TML Board of Directors for no more than three minutes. No other person may speak on behalf of a candidate.

If an election is uncontested, the vote shall be by voice vote.

If an election is contested, the vote shall be by written ballot. In that case, the TML President shall appoint two disinterested persons from the TML Board or staff to act as tellers to count the ballots.

If an election is contested by three or more candidates, the candidate who receives the most votes shall be declared the winner. There shall be no run-off, except in the case of a tie for the most votes.