

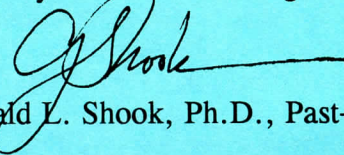
**NOMINATION AND ELECTION PROCESS**  
*Nomination of Officers*


Attached are a statement of FABA Elections Policy and the Nominations Ballot for FABA Executive Committee Offices for 1993. Three officers will be elected this year: President-Elect and two Representatives. The President-Elect serves as a member of the Executive Committee for three years: the first year (as President-Elect) begins at the convention immediately following his or her election, the second year (as President) begins one year later, and the third year (as Past-President) begins the following year. Representatives serve as officers of the Executive Committee for a three-year term beginning with the convention immediately following their election.

On the attached nominations form, please list individuals who you believe would serve and guide FABA well over the next few years in these positions. The two people who receive the largest number of nominations for President-Elect (and agree to run) will be placed on the election ballot. The four people who receive the largest number of nominations for Representative, (and agree to run) will be placed on the election ballot to contest the two Representative positions. Once a slate of candidates is established for each office, a ballot and description of candidates will be sent to Voting Members (as of 1/1/93) to complete the election process.

Please return the enclosed nominations form in the envelope provided by May 15, 1993. You must sign the outside of the envelope to have your nominations count. Nominations will be confidential.

Thank you for contributing to FABA's future.

  
Gerald L. Shook, Ph.D., Past-President

See PROCEDURES FOR NOMINATIONS  
AND ELECTION on reverse. — — — — — 

# ***OFFICIAL FABA NOMINATIONS BALLOT***

## *CALL FOR NOMINATIONS FOR POSITIONS ON THE EXECUTIVE COMMITTEE*

Following the Annual Business Meeting of the FABA Membership to be held at the 1993 Convention, the following Executive Committee Offices will become vacant: *President-Elect and Two Representatives.*

A Call for Nominations is therefore sent to all Voting Members for the offices of President-Elect and two Representatives. Each Voting Member may propose two names for the office of President-Elect, and four names for the offices of representative. You may nominate the same person for both offices.

Nominations must be received in the FABA office on or before May 15, 1993, to be counted. You must sign the outside of your return envelope to have the nominations count. Nominations will be confidential.

Print or Type Names Below - For Voting Members Only

*Representatives (nominate up to 4)*

*President-Elect (nominate up to two)*

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**Detach ballot and return in  
stamped envelope to FABA  
by May 15.**

## PROCEDURES FOR NOMINATIONS AND ELECTIONS OF OFFICERS

Accepted by the Executive Committee on January 20, 1993

**1. NOMINATIONS.** A nomination ballot is mailed on or about April 1 of each year to all persons whose FABA membership dues have been paid by January 1 for the year in which the nominations are being mailed. Voting members are entitled to nominate a maximum of two voting members for each office to be vacated at the next Annual Business Meeting.

**2. BALLOT DETERMINATION.** The nominations are counted by an assistant designated by the Past-President. On or about May 15 of each year (the close of nominations) the Past-President or another officer of the Association will verify the count. Those receiving the most nominations are asked by the Past-President if they wish to accept the nomination. Nominees are contacted in descending numerical order of nominations received until a minimum of two people have agreed to run for each office. In the case of a tie, additional candidates may be included.

**3. BALLOT DISTRIBUTION.** The appropriate ballot is mailed on or about July 5 by the FABA office to persons on the FABA Mailing List who are eligible to participate in the election (voting members whose FABA membership dues have been paid by January 1 of the year in which the nominations were mailed). The ballot will include brief biographical descriptions of each candidate for each of the Executive Committee office to be vacated. Candidates will be listed in alphabetical order.

**4. BALLOT COUNT.** Voting is by secret ballot and ballots are counted by an assistant designated by the Past-President according to the following procedure: a. The signature on the ballot envelope is verified against the membership list to confirm that the person is eligible to participate in the election. b. The ballot is removed from the envelope. c. The ballot is cut into sections corresponding to each office and/or issue on the ballot. d. The vote is recorded for each office and/or issue on the ballot and is filed.

**5. DECLARATION OF ELECTION.** On or about August 1 of each year (the close of the voting period) the Past-President or another officer of the Association verifies the count. The candidate receiving the most votes for each office is declared elected, with ties settled by a vote of the Executive Committee, and: a. Each candidate is informed of the result of the election prior to the announcement of the results to the Executive Committee and the membership. b. The actual numbers of the election results (number mailed, returned, abstained, voided, and votes received by each candidate) are compiled by the FABA office and are reported to the membership by the Past-President.

### **RULES AND REGULATIONS ON FABA NOMINATION AND ELECTION PROCEDURES.**

These rules and regulations are intended to provide equal opportunity for all candidates and/or potential candidates to participate as officers of FABA. All candidates who are to appear on the official ballot will be asked to sign a statement acknowledging that they have read and agree to adhere to the FABA Rules and Regulations on Nominations and Elections.

**APPROPRIATE ACTIONS.** Nominees and candidates may be supported by individuals. Candidates, potential candidates, nominees, or supporters may make personal calls and write personal letters on their own stationery asking friends and acquaintances to nominate and/or vote for particular individuals. Letters or calls should be done on an individual basis. Individual letters may be prepared on a personal computer with a personal salutation and signature.

**INAPPROPRIATE ACTIONS.** Nominees and candidates may not be supported by any committee, task force, or other recognized group of the FABA. FABA may not provide any form of assistance to those who wish to support a Nominee or candidate in the form of letters, advertisements or announcements that may imply endorsement by a committee, task force, or other recognized group of FABA. This, it is not permissible to use FABA letterhead, logos, or other official materials that identify FABA in the support of a candidate in any FABA publications.