

## NOTICE OF ELECTION

Notice of election is hereby given, for officers to serve in the calendar years of 2025/2026.

These national officers are open for election for the calendar years of 2025/2026.

- National Commander
- National Adjutant
- Asst. Natl. Adjutant
- National Councilor at Large
- National Councilor at Large
- National Councilor at Large

Nominations are open from now until 31 July 2024

### ***Nomination process in brief:***

1. Here is the process to follow when nominating someone for a national position.
  - Using the Nomination Form (boiler plate included), nominations shall be made in writing to the Nomination Committee or submitted by society members to the Nomination Committee to be received no later than the deadline for submission.
  - Each person who wishes to nominate a member for a national office completes a Nomination Form. Each nomination shall include at least three signatures by members in good standing endorsing the candidate's qualifications for the office being sought. (Members "In Good Standing" As a reminder, the matter of "Member in Good Standing" is a requirement. We're not talking solely about you as the nominee, but also for those that are nominating you. Please confirm those nominated are members in good standing, and ensure they provide their membership number with their nomination).
  - The nominee must accept the nomination by acknowledging the full and complete nomination and transmitting it to the Nominating Committee chair by email. This acknowledgement plus nominee's mandatory qualification statement and stated attestation confirms the nominee's intent to serve the full term elected. Additionally, the candidate must submit a biographical sketch (not to exceed 750 words) demonstrating their experience, knowledge, and capability to execute the duties of the position being sought. The resume, biography and digital candidate photograph must be received by the Nominating Committee by 31 July 2024, for the Fall issue of the Patriot. Submissions will be vetted for member status by the National Adjutant.

1. **Mandatory Qualification Statement:**

"I have been a member in good standing in the Scottish American Military Society for the previous three years."

### **Mandatory Qualification Nominee Attestation:**

"I accept nomination to the office of (enter the office title for which you are being nominated in the Scottish American Military Society). **Name:** (enter full name as it is on the SNID). **Member Number:** (enter personally verified SAMS member number)"

### ***Nominating Email Template***

#### ***Email Header:***

**From:** Nominating member email address

**Sent:** Date/Time (prior to submission deadline)

**To:** William "Hal" Morrison [natlnomcmtechair@s-a-m-s.org](mailto:natlnomcmtechair@s-a-m-s.org)

**CC:** Member being nominated for stated open position to their email address.

**Subject:** SAMS 2024 Nomination for 2025/2026 service year.

#### ***Body of Email:***

**To:** William "Hal" Morrison [natlnomcmtechair@s-a-m-s.org](mailto:natlnomcmtechair@s-a-m-s.org)

**CC:** Member being nominated for stated open position to their email address.

**Date of Submission:** (e.g., 8 July 2024)

"I wish to nominate for (full title of open position, no abbreviations), term 2025/2026."

**Nominee** (full name as it is in SAMS SNID; and membership number).

**Nominator** (full name as it is in SAMS SNID; and membership number).

**No closing signature or statement needed.**

### ***Nominee Separate Requirements***

**Photos, Bios and Resume:** (due no later than 31 July 2024)

Photos as attachments; Bios may be submitted as text within the email.

**Photos** should be in focus and include your head and shoulders with no one in the background as this will be published in The Patriot so put your best foot forward. Voters would like to see who they are voting for.

**Bio** follows the theme of "short and sweet", two or three paragraphs (not to exceed 750 words) on your accomplishments within SAMS and the greater Scottish American Community (if significant, add your association with Veterans organizations, interacting as a SAMS member, and/or other organizations you have been a part of); follow the "Who, What, When, Why and How" model; use the open position description to focus on those attributes suggested as qualifying experience. Remember that this is a Society wide function, and not everyone may know how you have contributed. If we receive a bio that extends beyond 3 paragraphs or 750 words, we will have you revise it to better serve the constituents.

~William "Hal" Morrison, Chair, Nominating Committee, [natlnomcmtechair@s-a-m-s.org](mailto:natlnomcmtechair@s-a-m-s.org)



## ARTICLE IV OFFICERS, DUTIES AND RESPONSIBILITIES

*The National Officers of the Society shall serve as an Executive Committee, and their duties and responsibilities shall be:*

Page 5

### **5. Authority and Duties of the Council:**

(a) The Council shall adopt such Rules or for the conduct of its meetings, and Society Regulations, for the management of the affairs of the Society as it may deem proper and which are not inconsistent with the Charter or these By-Laws. The Council shall cause to have developed, and shall see to the implementation of Society Regulations sufficient to describe the policies, duties and procedures of all Society positions for the efficient and effective management the affairs of the Society. The Council may revise and/or transfer any/or all duties of the elected Officers and Appointees of the Society prescribed herein to Society Regulations. All such revisions and/or transfers shall supersede and cause the deletion of such duties from these By-Laws

(b) The Council shall require that all National Officers, Councilors, Regional Commanders, and Post Commanders and Vice Commanders meet and maintain all Society membership requirements.

(c) The Council shall, by majority vote, appoint the following:

(1) Society Counsel: The Society Counsel shall be a licensed member of any US State, or the District of Columbia.

(2) Society Resident Agent: The Society Resident Agent shall be a person authorized by the Society to act in such capacity under the laws of the State of North Carolina, including that as the Society Counsel, if so appointed.

(d) The Council, by majority vote, may appoint Aides and/or other Assistants for any elected or appointed Society position, who shall assist with such duties and responsibilities as established in Society Regulations. Aides and Assistants shall serve at the pleasure of the Council, and shall report to the respective National Officer, Regional Commander, Appointee, or Committee Chair in those areas of his/her responsibilities, as well as coordinate administratively with the Society Operations Officer for administrative purposes.

Page 7

### **1. National Commander (NC).**

(a) The National Commander shall be the Chief Executive Officer of the Society and shall serve as Chair of the Council and Executive Committee. The National Commander shall also Chair any meetings of the membership unless so delegated by the National Commander.

(b) The National Commander shall have and exercise on behalf of the Council, the general day-to-day supervision of all affairs of the Society, shall supervise the Operations Officer, and shall perform such other duties prescribed in Society By-Laws, Regulations, and/or assigned by the Council.

(c) The National Commander, together with the National Adjutant, shall execute all contracts and official documents and papers of the Society which may be required to conduct the business affairs of the Society, its Objectives or by law, and/or as authorized by the Council.

2. National Vice Commander (NVC): The Vice Commander shall maintain current knowledge of, be available to perform, and shall exercise all of the management and supervisory duties of the Commander in the absence or disability of the National Commander, and shall perform such other duties as may from time to time be assigned by the National Commander and/or the Council. In cases of resignation or permanent disability of the NC, the Council by majority vote may appoint the NVC to serve the NC's remaining term of office; otherwise, the Executive Committee will jointly carry out the NC's duties until a special election is held to replace the NC.

**3. National Adjutant (NA):**

(a) The National Adjutant shall have Society responsibility to perform and/or oversee the financial records, books, documents, papers, and custody of the Society Seal, and shall perform such other duties and have such other responsibilities as the Council may assign.

(b) The National Adjutant shall attend and/or participate in, and record, or cause to be accurately recorded, the Minutes of all meetings of the Council and the Society membership, whether held in person or by electronic means. Together with the Commander, shall sign all contracts, notes, deeds, or other documents or papers that shall be authorized by the Council and, when required, affix the Seal of the Society thereto as provided by the General Statutes of the State of North Carolina;

(c) The National Adjutant shall perform and/or oversee all duties and ensure proper management practices normally incident to the Office of National Adjutant of the Society, and shall be subject to the Society's Charter, By-Laws, Society Regulations, and as may be from time to time required by the Council.

(d) The Council may appoint Assistant National Adjutants with such duties and responsibilities as the affairs of the Society shall make necessary or desirable, and who shall serve at the pleasure of the Council and report to the National Adjutant and coordinate administratively with the Operations Officer for administrative purposes



# ***Scottish American Military Society***

## ***Nomination Form***

This Form is established in accordance with Article III, The Council of the Bylaws of the Scottish American Military Society, and SOP 300-1 General Election.

Scottish American Military Society Nomination to National Office

DATE: \_\_\_\_\_

OFFICE NOMINATED: \_\_\_\_\_

NOMINEE: \_\_\_\_\_

MEMBER #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

NOMINATORS NAMES	MEMBERS NUMBERS

NOMINEE ATTESTATION:

I accept nomination to the office of \_\_\_\_\_ in the Scottish American Military Society.

NOMINEE SIGNATURE: \_\_\_\_\_ MEMBER # \_\_\_\_\_