

TASK FORCE ON NOMINATIONS REPORT 2019

I. PURPOSE

The Task Force on Nominations was created in May of 2018 by then WBASNY President Amy Littman and President-Elect Greta Kolcon, with the approval of the WBASNY Executive Board, to review the current nomination process for Officer positions within WBASNY and to evaluate how well it fulfills the goal set forth by the Executive Board which was to create a process that is cooperative rather than adversarial, which encourages collaboration and avoids creating actual or perceived conflicts among the Chapters.

II. MEMBERS

The following members were appointed:

Jennifer Brown - New York
Bridget Casey - Rockland
Anne Joynt - Western
Marilyn Hoffman - Rochester
Cythia Platt - Capital
Marjorie Karowe - WBASNY Past-President

III. DATA COLLECTED

The Task Force had a total of three face-to-face meetings in May, September and November, and many emails and conference calls. We reviewed By-Laws and nominating procedures of several organizations (although none of the organizations had exactly the same structure as WBASNY) as well as all twenty of the WBASNY Chapters, touched base with at least two members in positions of responsibility, usually the current and incoming Presidents of each Chapter, requested input from the Advisory Board of Past Presidents, and spoke with many others who were familiar with the nominating process.

By far the most often repeated criticisms we heard from the Chapters related to the overwhelming political pressures exerted on Chapter officers and delegates to

support particular candidates long before the meeting at which the candidates for WBASNY office were interviewed or their credentials reviewed. Other voiced concerns were the incivility of the interview process, the secrecy of the ballot count, the perception that the same people served as Co-Chairs of the Nominations Committee from year to year, lack of communication, and the wide discrepancy between the promise of fairness and the reality of the nominating process.

These problems are not new to WBASNY; they have been with us since the beginning. They continue to surface every so often to disunite us, cause discord and generally weaken WBASNY. We are an organization that was founded to support and advance women. It is our hope that our recommendations will curb some of the more divisive tactics and protect the promise of impartiality and fairness embodied in the Nominations Committee's Procedures and Policy Manual.

Some of the more important topics we have addressed are:

- Questions to be asked of all candidates and who may ask them
- The procedure for electing the Co-Chairs of the Committee
- Term limits on the position of Co-Chair
- Delegate/Alternate qualifications
- Duties of the Co-Chairs
- Agendas for each meeting of the Nominations Committee
- Penalties for failure to appoint Delegates, attend meetings, sign the Statement of Compliance or act in accordance with these Procedures and Policies
- Restrictions on the time allotted for lobbying on behalf of candidates
- Prohibitions on promises made by Delegates which would interfere with the independence of future Delegates

Attached to this report are the changes we are proposing to the Procedures and Policies the WBASNY Nominations Committee and to the interview questions asked of all candidates, together with our reasons for suggesting the changes. We believe that these changes can be effected by the Executive Board. We are not proposing any changes to the WBASNY By-Laws. In the attachments deletions are identified by a line through the words, additions are underlined and our reasoning for the changes is printed in red.

IV. RECOMENDATIONS

A. EXPENSES PAID FOR ONE DELEGATE OR ALTERNATE FROM EACH CHAPTER TO ATTEND ALL MEETINGS OF THE NOMINATIONS COMMITTEE.

In our opinion the Nominations Committee plays perhaps the most important role of any of the WBASNY committees because it chooses the leadership of WBASNY - the most visible and vocal public presence of the organization. While all committees are important, it is the President and President-Elect who are the face of WBASNY and who direct its future. For that reason the Task Force strongly urges that WBASNY agree to pay expenses for at least one Delegate/Alternate from each of its Chapters to attend all meetings of the Committee on Nominations.

As we grow, our newer Chapters are likely to be small and distant from NYC where most meetings are held. Paying expenses for a Delegate/Alternate would improve both the appointment process and attendance at meetings, for it is easier to find a volunteer when neither the Chapter nor the individual will be out-of-pocket. Currently many of the smaller Chapters appoint someone whose expenses are already covered because they are serving in another capacity. Funding a Delegate/Alternate would insure that she is able to devote herself entirely to the business of the Committee on Nominations and not have to divide her time.

B. ADOPT THE QUESTIONS SUGGESTED BY THE TASK FORCE AND THE PROCEDURES WHICH GOVERN THEM.

C. ADOPT THE CHANGES TO THE PROCEDURES AND POLICIES MANUAL OF THE NOMINATIONS COMMITTEE

Respectfully submitted,

Marjorie Karowe, Chair

PROPOSED

RECOMMENDED QUESTIONS FOR INTERVIEWING CANDIDATES FOR WBASNY OFFICER POSITIONS

- 1. Would you tell us why you are interested in serving in the position of _____**
- 2. Would you tell us what you believe are your qualifications for this position**
- 3. Can you tell us what has been the extent and length of your participation in your Chapter?**
- 4. Which of those positions in your Chapter did you enjoy most and why?**
- 5. Can you tell us about the extent and length of your experience in WBASNY at the state level?**
- 6. Which of those positions in WBASNY did you enjoy most and why?**
- 7. What do you think are the important issues facing WBASNY?**
- 8. Do you have any long term goals with respect to your participation in WBASNY and, if so, how would you implement them?**
- 9. If you are nominated for the position of _____ are you aware of any potential conflicts between what would be required of you as an officer of WBASNY and your employment or any other position you may hold?**
- 10. Is there any other information about your candidacy it would be helpful for this committee to know?**
- 11. Do you have any questions about the position that this committee could answer?**
- 12. Is there anything else you would like to tell us?**

PROPOSED CHANGES

TO WBASNY "NOMINATIONS COMMITTEE POLICIES AND PROCEDURES"

1. New Section to be inserted after "Mission Statement"

Election of Nominating Committee Co-Chairs

A. The immediate Past President of WBASNY shall open the first meeting of the Nominations Committee and will entertain nominations for three Co-Chairs of the committee. Candidacy for Co-Chairs is open to all Delegates and Alternates. No two Chairs may be from the same geographic region. Ideally there shall be one Co-Chair from each region, defined for purposes of this section as downstate, midstate, and upstate.

B. Each Chapter present at the meeting will have three (3) votes.

C The election shall be held by secret ballot. The immediate Past President will count the ballots, announce the results, and immediately turn over the meeting to the newly elected Co-Chairs. [This procedure was put in place by the current WBASNY President and seems to have worked well. Both the WBASNY By-Laws and these procedures are silent as to how the Co-Chairs are elected]

2. Section "Delegate/Alternate Delegate Qualifications"

Delete A.4 [regarded as onerous for many of our smaller chapters]

3. Section "Delegate/Alternate Delegate Qualifications"

item 6 - **change February to voting**

4. Section "Delegate/Alternate Delegate Qualification"

Delete item 8 [same reasoning as item 2]

3. Section "General Duties of Delegates and Alternate Delegates"

2nd paragraph, second line: **change the word "February" to "voting" meeting [the meeting at which candidates are voted on may not always be in February]**

4. Section " General Duties of Delegates and Alternate Delegates"
4th paragraph, last line: *change the word "February" to "voting"*
[same reasoning as above]
5. Section "General Duties of Nominations Committee Co-Chairs"
add to the list of duties : *Appoint a recording secretary to take minutes of all meetings and disseminate those minutes to Committee Members. These minutes should be preserved until the next WBASNY election.*
6. Section "General Duties of Nominations Committee Co-Chairs" [Collect and distribute] Assure that copies of all completed resumes and supporting or attached documentation of every nominee, as well as the schedule of interviews is distributed to all Committee members at least three (3) weeks prior to the January meeting at which the candidates will be interviewed [headquarters now collects and sends out the applications]
7. Section "Chapter Delinquency on Appointing Delegate/Alternate :
 2. For the failure to appoint a Delegate and Alternate Delegate by the adjournment of the second Board meeting in November, the delinquent Chapter, absent extenuating circumstances, shall be prohibited from putting forth a nominee
5. Section on "Additional Items" :
 - F. Advocacy on behalf of nominees
 1. There shall be no communication of any kind to any Nominating Committee Delegate/Alternate or Chapter President prior to the actual submission of candidate questionnaires to the Delegates
 2. Advocacy between the submission of applications and the actual voting date shall be limited to one contact to a Delegate, Alternate or Chapter President
 3. No Delegate/Alternate may make promises that bind a Chapter for future elections
 4. Violation of any of the above, if found to be flagrant, may result in loss of that Chapter's right to vote

STATEMENT OF COMPLIANCE

**I have received and read the WBASNY Nominations
Committee Procedures and Policies Manual and agree to
abide by its terms.**

Signed:

Date:
