



# Kiwaniis®

Louisiana-Mississippi-West Tennessee District

**Jen Robertson, Executive Director**

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November 1, 2024

RE: Region VI Trustee Election

Dear Kiwanis Members of Region VI,

On September 30, 2025, the term for John Gherardi will expire as your Regional Trustee. Identifying the next Trustee begins with qualified Kiwanians (i.e., the Past Lt Governors of Region VI which includes Divisions 7, 12, and 17) considering the office and announcing their intentions simply by submitting the appropriate qualifying papers by February 14, 2025. The names of the candidates will be provided to the clubs within Region VI, and if necessary (i.e., 2 or more announced candidates), an election will be set for the Mid-Year Education Conference on March 22, 2025, in Natchez, MS. If there are not enough clubs from the region to attain a quorum at the Mid-Year Education Conference, it would then be up to the District Board to make an appointment. If only one individual qualifies, the clubs of the Region will be notified that this person has been declared the winner, and no election will be needed.

I am enclosing the information on the election conference and procedure, along with the forms necessary to qualify to run for this office. The term for your Region VI Trustee being elected in March will officially begin on October 1, 2025 and will end on September 30, 2028.

If you are interested in serving the District as a Trustee for Region VI, please submit a Trustee Candidate Information Form and Trustee Nomination Form to the District Office at [districtoffice@lamisstenn.org](mailto:districtoffice@lamisstenn.org) or 10000 Celtic Dr, Ste 706, Baton Rouge, LA 70809, no later than February 14, 2025. If you have any questions, please feel free to contact Trustee Gherardi, Governor Vinson, or me.

Sincerely,

Jen Robertson  
Executive Director  
(228) 990-1936  
[jen@lamisstenn.org](mailto:jen@lamisstenn.org)

cc: District Board



# Kiwanis®

Louisiana-Mississippi-West Tennessee District

## STANDING RULES FOR ELECTIONS

1. The **Trustee/Presiding Officer** of each region shall hold, not later than **April 30<sup>th</sup>**, a conference for the purpose of electing a Trustee. The preferred time and place of this conference would be in conjunction with the District Mid-Year Education Conference(s). If this date is not suitable, the Trustee shall announce a date and location within the Region to hold the election. Written notice shall be sent, not later than fifteen (15) days prior to the conference, to the Lt. Governors and Lt. Governors-Elect of each division in the region, to the President of each club of the region, to all Past Governors, Past Trustees, and Past Lieutenant Governors of that region who are active, senior, or privileged members of a club in the division, and to the District Executive Director.
2. The Delegates of the Conference shall be the President, President-Elect, and Immediate Past President of each club in the region, or their duly elected alternates.
3. One-third (1/3) of the clubs of the region shall constitute a quorum at the election conference, and each club shall have one (1) vote for each delegate present, but in no case shall any club be entitled to more than 3 voting delegates. At the election conference registration, a list shall be compiled with the name and club of each voting delegate. At least 1/3 of the clubs in the region must be represented with at least one representative to constitute a quorum and make the voting official. There shall be no voting by proxy or absentee ballot.
4. Voting delegates should be seated in an area designated for voting delegates only.
5. The Trustee, Lieutenant Governor, Past Governors, Past Trustees, and Past Lieutenant Governors in attendance at the conference shall have the privilege of the floor without the right to vote unless they are elected as a delegate from their home club.
6. The meeting's **Trustee/Presiding Officer** shall not be entitled to a vote except in the case of a tie.
7. The **Trustee** shall be chair of the conference or in his/her absence, his/her immediate predecessor, and so on. In the absence of a Past Trustee, the conference shall elect one of its members as chair. The chair of the Conference shall not be a candidate for the position of Trustee at the Conference. The Conference shall elect one of its numbers as secretary, and such tellers as may be necessary.

8. Upon completion of organization as above outlined, the conference shall proceed to elect a Trustee. The candidates for Trustee shall be those candidates who have been nominated by their club and division and have filed the appropriate nomination form with the District Office by the announced deadline. and meet the following qualifications:
  - a) The candidate must have been elected to serve as Lt. Governor in the LaMissTenn District, and will have completed his/her term by September 30<sup>th</sup> in advance of the term of Trustee; and
  - b) The candidate must be endorsed for the office of Trustee by his or her home club.

The District Executive Director shall provide a list of all official candidates and that list shall be provided to all voting delegates at the time of registration. Nominations from the floor shall be permitted but all nominees from the floor must submit the required nomination form to the meeting's presiding officer prior to the call for nominations. No person shall be submitted to the Conference as a candidate for Trustee without the consent of said person first being obtained. Each candidate for Trustee shall give assurance that he/she will fulfill the duties and responsibilities of Trustees.

9. All nominees for office shall have a Kiwanian provide a nomination of not more than 2 minutes and a Kiwanian provide a seconding speech of not more than 1 minute. After the nomination and seconding speech, each candidate will have not more than 2 minutes to address the meeting.
10. When more than one (1) name is presented to the conference, a ballot vote shall be taken. The person receiving a majority of the votes cast shall be declared elected. If no one candidate receives a majority, the voting shall be repeated after dropping the candidate receiving the fewest votes each time until one candidate receives a majority vote. If or when there are only two candidates, the presiding officer shall cast a ballot at the same time as all other ballots are cast but that ballot shall be counted only in the event of a tie.
11. The Conference shall, in the consideration of all names presented, be guided by the principles, traditions and precedents of Kiwanis International in its election of officers, and particularly consider the ability, service and Kiwanis experience of a proposed candidate.
12. The Latest Edition of Roberts Rules of Order Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution and Bylaws of Kiwanis International, the Bylaws of the Louisiana-Mississippi-West Tennessee District of Kiwanis International and these standing rules.
13. The **Trustee/Presiding Officer** shall certify the results of the election to the District Executive Director immediately following the Conference.



# TRUSTEE CANDIDATE INFORMATION

Kiwanians who have fulfilled a one-year term as Lieutenant Governor by the time they are to take office, are eligible to serve as a Trustee provided they are endorsed by their home club, have a clear background check from Kiwanis International, and have submitted their Nomination Form to the Louisiana-Mississippi-West Tennessee Kiwanis District Office on or before **February 14, 2025**.

There is no limit on the number of Trustee candidates that a Club may endorse.

The candidates having met the above criteria are responsible for getting their own information out to the clubs that are in the Region they wish to serve and may be done in any manner as long as it is in good taste. All expenses incurred will be paid for by the individual candidates. Candidates may start their campaigns as soon as they have met the requirements in paragraph one.

Candidates will be elected in the Mid-Year Education Conference on **March 22, 2025**, in Natchez, MS. If there is more than one candidate in the Region, a vote will be by paper ballot. One-third (1/3) of the clubs in the Region must be present and the majority vote-getter is the winner. Each club may have three (3) delegates. Each candidate will have up to five (5) minutes to speak including the Kiwanian nominating him/her.

A Trustee is making a commitment to serve the LaMissTenn District for the duration of the current term. A Trustee will be responsible to conduct the election for his/her replacement, and work with the Lieutenant Governors in the Region for the success of each Division. A Trustee may perform such other duties and responsibilities as pertain to such office or as may be assigned by the Governor.

Trustees are also making a commitment to attend five (5) District Board meetings each Kiwanis year (many of which are held virtually), the District Convention, and the Mid-Year Education Conference. Trustees are encouraged to attend the Kiwanis International Convention and District Conventions for Circle K and Key Club.

Each Trustee will chair or be a member of one (1) or more of the District Committees. Trustees will be assigned to these committees and will meet virtually at a time to be decided by the Committee.

The future of the LaMissTenn District is in the hands of our Governor, our Executive Director, and you – one of seven dedicated Trustees. Make the commitment to serve the children of the world through the LaMissTenn District of Kiwanis International.

## **ARTICLE XI. VACANCIES IN OFFICE**

**Section 3.** In the event of a vacancy in the office of Trustee during an administrative year, the vacancy for the unexpired term shall be filled by the District Board of Trustees, by a two-thirds (2/3) vote of the entire District Board, by a qualified member from a chartered club in the same region.



# TRUSTEE CANDIDATE

## INFORMATION

Name: \_\_\_\_\_ Nickname (if any): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Office: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_

Mobile: (\_\_\_\_) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Kiwanis Club of: \_\_\_\_\_

Yrs in Club: \_\_\_\_\_ Yrs in Kiwanis: \_\_\_\_\_ Region No.: \_\_\_\_\_ Division: \_\_\_\_\_

Lt. Governor Term(s): \_\_\_\_\_

Current Position in Kiwanis: \_\_\_\_\_

Club Offices Held:       President       Vice President       Secretary       Treasurer

District Position(s): \_\_\_\_\_

Division Position(s): \_\_\_\_\_

International Position(s): \_\_\_\_\_

Kiwanis Awards Received: \_\_\_\_\_

Community Affiliations: \_\_\_\_\_

Community Awards or Recognitions: \_\_\_\_\_

Unique Skill(s) you possess to be a Trustee: \_\_\_\_\_

\_\_\_\_\_

Why you want to be a Trustee (100 words or less): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Candidate: \_\_\_\_\_ Date: \_\_\_\_\_



# TRUSTEE NOMINATION FORM

(must be submitted by **February 14, 2025** to be eligible)

Candidate's Name: \_\_\_\_\_

Candidate's Home Club: \_\_\_\_\_

Candidate's Region & Division: Region: \_\_\_\_\_ Division: \_\_\_\_\_

Candidate's Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Candidate's Preferred Telephone No.: \_\_\_\_\_

Candidate's E-Mail Address: \_\_\_\_\_

## CANDIDATE'S KIWANIS EXPERIENCE

Lieutenant Governor: Division: \_\_\_\_\_ Year(s): \_\_\_\_\_

I agree to fulfill all of the duties and responsibilities of the Office of District Trustee during the period of my term.

Candidate's Signature: \_\_\_\_\_

## HOME CLUB ENDORSEMENT

The above candidate has been endorsed to run for the Office of District Trustee by a vote of the membership of his/her home club taken on: \_\_\_\_\_, 20\_\_\_\_.

Print/Type Home Club President's Name: \_\_\_\_\_

Home Club President's Signature: \_\_\_\_\_

Print/Type Home Club Secretary's Name: \_\_\_\_\_

Home Club Secretary's Signature: \_\_\_\_\_

## FOR DISTRICT OFFICE USE

Date Received by District Office: \_\_\_\_\_