

## 2020-2021 District Delegates and Alternates Instructions

- **Review Bylaws Sec 303**

*Delegates and Alternates to Districts shall be elected at a regular meeting of the Auxiliary held not less than thirty (30) calendar days prior to the District Convention at which the District Officers are to be elected.*

Some of the District Conventions are in April, so those Auxiliaries should elect their Delegates and Alternates at the March Auxiliary meeting. Otherwise, Auxiliaries will elect Delegates and Alternates at their April Meeting.

- **Number of Delegates and Alternates**

National Bylaws state that the number of Delegates and Alternates may be set forth differently in the Department Bylaws. Department of Arizona Bylaws call for one (1) Delegate and one (1) Alternate for every ten (10) members or fraction thereof in good standing in the Auxiliary at the time of the election.

**EXAMPLE:**

On the night Delegates and Alternates are to be elected, MALTA shows the Auxiliary has 102 members in good standing.

102 divided by 10 = 10.2 (.2 is fraction thereof and so you round up to 11)

Therefore the Auxiliary would elect 11 Delegates and 11 Alternates

- **Election**

Delegates and Alternates are elected by the members – they are NOT appointed. Most Auxiliaries have more Delegates/Alternates than attend Auxiliary meetings. Note that members do not have to be present to be elected as a Delegate or Alternate. The membership should consider those members who may not be able to attend Auxiliary meetings but do attend District meetings. All Delegates and Alternates must be members in good standing of that Auxiliary (life members or current annual members).

- **District Composition Members**

The Auxiliary President has his/her own vote at the District meetings and should be listed at the bottom of the form AND as an Alternate in the right column.

Any Past Department President, District Officer or Past District President that is a member of your Auxiliary has their own vote at District meetings/convention. They should be listed at the bottom of the form and should be considered for election as an Alternate.

*If the Auxiliary President is the only Delegate or Alternate at a District Meeting, he/she may choose to vote as a Delegate rather than as Auxiliary President. In the example above, the Auxiliary is entitled to 11 votes (each Delegate has one vote) plus the President's vote. But if the President chooses to vote as a Delegate (which he/she may do if all of the Delegates are not present) he/she would cast 11 votes instead of just the President's vote.*

- **PRINT OR TYPE ALL INFORMATION**

- **Submit to District Secretary**

The Auxiliary Secretary is responsible for sending the names of the Delegates and Alternates to the District Secretary. This list should be sent immediately after election.

- **Fees**

There are no delegate fees due to the District. Although if an Auxiliary has not paid the District dues, that Auxiliary will not be allowed to vote at the District convention or any meeting until the arrearage is corrected.

- **Term**

Delegates/Alternates serve for one (1) full year from the date of election to the next election.

- **Audits**

The Department Treasurer will notify the District President prior to the District Convention of any Auxiliaries in that District that have not submitted audits through March 31, 2019. Those Auxiliaries will not be allowed to vote at the District convention or District or Department any meeting until the audits are received.

- **Absence**

If the Auxiliary President is absent or not in the room, the Auxiliary Sr. Vice President or in their absence, the Auxiliary Jr. Vice President may function as a District Composition member.