

2021 AALJ NOMINATING PROCEDURES

TO: AALJ members

FROM: AALJ Nominating Committee
Judge Patrick Berigan, Chair
Judge Shiva Bozarth, member
Judge Bruce Cooper, member

DATE: July 19, 2021

Below please find guidance for participating in the 2021 AALJ nominating process, which applies to all National Executive Board offices.

1. All AALJ National Executive Board offices are to be filled.
2. Any person nominated to any office must have been a member in good standing of the Association for a continuous period of six months before the nomination.
3. The period for nominating candidates for AALJ Offices shall open at 12:00 a.m. EDT on September 1, 2021, and run until 12:00 a.m. EDT on September 25, 2021.
4. Completed petitions must be emailed not later than 12:00 a.m. EDT on September 25, 2021.
5. There is no standard form as such for a nominating petition. A nomination within an email message electronically signed and consistent with #6 of this procedure will be accepted, but only one nominating electronic signature per individual email. Attached hereto is an example that might be considered. No person may be a nominee for more than one office.
6. A nominating petition shall include:
 - a. The name of the candidate being nominated;
 - b. The candidate's ALJ number and Office of Assignment;
 - c. The office for which the candidate is being nominated;
 - d. For each of the requisite number of ALJs signing the petition:
 1. The ALJ's printed or typed name;

2. The ALJ's electronically signed (*/s/John Q. Public*) or handwritten signed name;
3. The date of signature;
4. The signing ALJ's ALJ number; and
5. The office to which the signing ALJ is assigned.

7. Only AALJ members in good standing may nominate/sign the nominating petition of other members in good standing.

8. Nominations for President, Executive Vice President, Secretary, and Treasurer must be made by a petition signed by at least 15 members in good standing. Nominations for Regional Vice Presidents must be made by a petition signed by at least five members in good standing assigned to a hearing office in the candidate's region.

9. Nominating petitions may be submitted only by the following means: scanned and emailed or emailed only if the signature is electronic. Petitions shall be emailed to the following address: ptberigan1@yahoo.com. Nominating petitions must be received not later than 12:00 a.m. EDT on September 25, 2021.

10. It is imperative that information on the nominating petition be legible. Petitions that are incomplete in providing all required information shall be deemed invalid and discounted accordingly.

11. To consider whether a nominating petition has been timely filed, the Nominating Committee shall use the date/time of the email receipt. As noted above, the petition must be **received** by 12:00 a.m. EDT on September 25, 2021.

12. As soon as possible after a valid petition has been received and verified, the Nominating Committee will notify nominees of the certification of their nominations. Nominees must notify the Nominating Committee no later than 11:59 p.m. EDT on October 1, 2021, if he/she would refuse to accept office if elected.

13. Not later than **September 27, 2021**, a list of nominees will be submitted to the AALJ Secretary for certification. **The 2021 election cycle begins upon nomination committee and secretary certification of the candidates. Article IV, Section 7 AALJ Constitution & 7.2 election**

rules. All candidates for the same office will be certified at the same time.

14. The Nominating Committee recommends that all potential candidates read AALJ Constitution, Article VI (“Elections”) and implementing policy found in Article XX, Paragraph B. A copy of the Constitution and the AALJ Election Rules may be found on the AALJ website.

15. Members having any questions may direct the same to Judge Patrick Berigan at ptberigan1@yahoo.com.

16. To reiterate and summarize the timelines:

Nominations for offices open **September 1, 2021**.

Nominations close on **September 25, 2021**. Petitions must be completed in accordance with required information above and must be **received** by the nominating committee not later than 12:00 a.m. EDT on that date.

Not later than **September 27, 2021**, candidates will be certified to the Chair of the Elections Committee.

PLEASE BE REMINDED, while there is no prohibition as to how many nominating petitions with signatures may be filed in excess of the qualifying number, members are encouraged to promote economy since reviewing, recording and calculating petitions takes time. What is important is the number of votes cast and not the number of petition signatures.

