

SUMMARY SHEET

Service Unit Delegate Elections and Terms of Service

This summary sheet highlights the key details for the delegate process. All materials, including the Governance Structure and Bylaws, can be located on the Delegate Kiosk or with your Service Unit Manager. For full procedures, please refer to the *Service Unit Elections for Council Delegate Representation for 2018*, the *Council Delegate Information Guide for 2018*, or please contact 800-849-GIRL or Governance Manager & Assistant to the CEO. Thank you!

- Current Girl Scout registration (or Lifetime Membership) is required of all delegates in order to serve.
- Delegate elections should be held at one of the first Service Unit meetings of the new membership year but no later than December.
- Delegate terms run two years, January through December, so Delegates elected in the fall begin serving their term January 1st of the next year.
- Delegates elected at fall elections are NOT eligible to attend the Annual Business Meeting as a delegate, but may attend as a visitor.
- Delegate election information outlined in the Service Unit Minutes is due to the council after October 1st but no later than December 31st.
- Delegates can serve three consecutive two-year terms then are ineligible for one year. After this one-year period Delegates may be re-elected for three additional two-year terms.
- There are no alternate delegates, and no one may attend a Delegate Meeting in place of a Delegate, and no proxy votes.
- Delegate slots that are unfilled during the fall elections must remain unfilled until the next fall election.
- If an elected Delegate resigns or is unable to finish their term, this slot may be filled at an election at the next Service Unit meeting (minutes required) to fill the remainder of this term. When this term is ended, the Delegate who filled the slot may be elected for additional terms.
- Delegate slots can be filled by ELECTION by the Service Unit only – delegates cannot be appointed or just volunteer. This must be documented by Service Unit Meeting minutes. In the minutes, please include name, address, phone number(s) and emails for all delegates.
- Elected Service Unit Delegates are required to have an email address as this is the way information is disseminated to Delegates. In cases where family members share one email address, only one email will be received and it is up to family members to be sure all Delegates receive the information.