

GSCB Annual Election of Delegates Policy and Procedure

Policy

- **Policy:** Each Service Unit shall elect Delegates and Alternates in accordance with these policies and procedures established by the Board of Directors.
- **Time of Election:** Between **April 1st and June 30th** of each year. The Service Unit Managers will include an item on their Service Unit business agenda to include the election of Delegates and Alternates.
- **Number of Delegates:**
 - Each Service Unit shall be entitled to the following delegates based on the number of girls in the Service Unit as of September 30th of the preceding year.
 - Each SU shall have two (2) delegates (1-75 girl members) plus an additional delegate for every 75 girl members registered in that SU thereafter.
- **Term and Vacancies:**
 - Delegates shall serve for a term of one (1) year beginning July 1st through June 30th or until their successors are elected and assume office. No Delegate may serve more than three (3) consecutive terms without an interval of one year.
 - If a Delegate is unable to attend a meeting, an Alternate Delegate will be selected by the Delegate to attend in their place.
 - If a Delegate is unable to complete their term, an Alternate Delegate will be appointed by the Service Unit Manager.
- **Responsibilities:**
 - Attend the Association Meeting(s) and the Council Annual Meeting.
 - Share concerns with the Service Unit.
 - Submit agenda proposals for the Association Meeting.
 - Elect the Officers of the Council, the Members-at-Large of the Board of Directors, the members of the Council Board Development Committee, and the Delegates and Alternates to the National Council Session of Girl Scouts of the United States (GSUSA).

Procedure

- **Method of Election:**
 - Elections may take place in person or via virtual meeting with a verified one more than one third (1/3) of active troops represented in the vote.
 - Current allocations can be found listed in the [GSCB Service Unit Delegate Election Form](#), which is updated prior to election time of each membership year.
 - Each Service Unit shall have at least one (1) Alternates elected to serve and attend meetings in place of a Delegate, but may have up to one (1) per Delegate
- **Action:**
 - After the Service Unit Delegate Election has been held, the Service Unit Manager shall complete the [GSCB Service Unit Delegate Election Form](#) by **6/30** of the current membership year to communicate your Service Unit Delegate and Alternate elects to council.
 - Elected Delegates and Alternates will then be placed in the appropriate roles and assigned required trainings by council.

Reference

[GSCB Bylaws](#) Article III, Section 4. Election.
[GSCB Service Unit Delegate Election Form](#)

If there are any questions regarding this policy and procedure, please contact governance@cbgsc.org.