

**RURAL WATER DISTRICT NO. 4**  
**Douglas County, Kansas**

**POLICY No. 7**

**TITLE:        Nominating Committee**

**Rationale:**

Participating members of RWD No. 4 elect seven fellow members to serve three-year terms on the Board of Directors as outlined in the District Bylaws. It is a goal of the membership to consistently have the opportunity to vote on well-qualified candidates representing each of the various geographic locations of the District. To ensure that members have qualified candidates for each position on the Board, a nominating committee will be selected to prepare such a slate of candidates prior to each annual meeting during which Board of Directors will be selected. The number of members on the nominating committee, selecting process, term of office, etc., will be established by Board Policy.

**Policy:**

1.     Number of members: The nominating committee shall consist of five members, all of whom shall be participating members of the District and shall live in and represent divergent areas of the District.
2.     Term of office: Members of the nominating committee shall serve a two-year term. No member shall serve on the nominating committee for more than two consecutive terms.
3.     Vacancies: Vacancies on the nominating committee will be filled in the following manner. The surviving members of the nominating committee will prepare a slate of nominees, one for each vacancy on the nominating committee, which will be presented for ratification at the Annual Meeting. The floor will then be opened for nominations prior to voting by the members in attendance.
4.     Chairman: The members of the nominating committee shall elect a chairman from the current committee membership who shall serve as chair during the forthcoming year, or until a new chair has been elected by a majority vote of the committee, which ever is longest.
5.     Reporting to Board: The nominating committee will submit a slate of two candidates for each vacant position on the Board no later than 30 days prior to the Annual Meeting of the participating members. Opportunities to make nominations from the floor for each Board position will also be made available at each Annual Meeting.
6.     Reporting at annual meeting: The chairman of the nominating committee, or his/her designee, shall present the nominated slate of officers to the participating members present at the Annual Meeting. The presiding Director shall open the meeting for nominations from the floor. The nominee for each position who receives the highest number of votes for that position, cast by the participating members present, shall be elected for a three-year term to the Board of Directors.
7.     Meetings: Meeting of the nominating committee shall be called as necessary and may be called by the chairman or by a majority of the members of the committee.

Approved: Summer 1999

Amended. 8/30/02