



**TO: All County Constitution & Bylaws/Resolutions Chairpersons and County Presidents  
(For immediate distribution to all Units by County Chairperson and/or County President)**  
**From: Department Constitution & Bylaws/Resolutions Chairperson, Sally Johnston, Dept. of NY**  
**Date: March 20, 2020**  
**Subject: Unit/County Elections as result of “State of Emergency”**

This Bulletin is intended to help Units / Counties to prepare for holding elections electronically or telephonically should the “State of Emergency” as a result of the coronavirus19 still be in effect when elections occur.

The current Department Updated and Approved, 10/24/20 Unit Constitution & Bylaws state:

Bylaws Article III Elections, Section 1, The annual elections of Officers, members of Executive Committee and members of \_\_\_\_\_ County Committee shall be held at least (30) days prior to the County Elections.

Bylaws, Article IX Notices, Section 2, Three days previous notice shall be given of all meetings of this Unit and three days previous notice of all meetings of the Executive Committee, except when **elections occur**.

Section 3 – When elections take place, five days previous notice shall be given to members, specifying that an election is to be held.

**How does that affect our elections with the “state of emergency” in force? The Department approved Unit Constitution and Bylaws only provides for traditional voting. It does not provide for electronic or telephonic methods of voting.**

Therefore, Units / Counties would have to call an Executive Committee meeting to approve holding a special meeting by telephone or electronic means to accommodate our current need in accordance with the Unit Constitution and Bylaws.

Once the Executive Committee has approved the special meeting, then with the proper notification to the members an election can be held.

There are some guidelines to follow as to how to conduct an “Electronic meeting” in our Unit Guide Book, revised 2019, page 123. If you don’t have a Unit Guide Book, it is available on the National website: [ALAforVeterans.org](http://ALAforVeterans.org). There is specific information regarding how Secretaries are to record the meeting minutes etc.

For many of us this will be challenging, but we will get through this together. Personally, I have called upon my granddaughters, who are now 2<sup>nd</sup> year PUFL Senior members to teach me what’s available in the “electronic world” regarding free services and instructions. (I hear there is something called “Zoom” that maybe a tool you can use).

This might be a good time to get your Junior members involved. Sometimes we forget they are our future and what better time to call upon them for their expertise in the “Electronic World”. Just think how important that would make them feel to be a big part of the solution during the 100<sup>th</sup> Anniversary and the many changes that this administration has already brought forth.

Just remember as of this writing, we are still expecting to hold our Department Convention July 16 – 18, 2020 and Unit elections have to be completed 30 days before County and County 30 days before Department Convention.

Additionally, please note, Bylaws Article III, Elections: Section 2 – When a vacancy occurs in the Executive Committee, in any office of the unit, or in the County Committee, it shall be filled by a majority vote of the members present at the next regular meeting provided that five days previous notice shall have been given members, specifying that an election is to be held. A person so elected **shall hold office for the unexpired term of her/his predecessor**.

Approved: Linda S. Tome  
Department President  
Department of New York