

Declaration of Candidacy
for
TFDW Officers
2020

Sandy Smith

Chair, TFDW Elections Committee 2020

February 25, 2020

Madam Chairwoman,

I have carefully studied the requirements for the office for which I am announcing my candidacy. Neither my job nor my membership in any other club will prevent my support for the Federation objectives and policies.

I agree to serve for one year as _____ and hereby declare that I am able to give the required time to the duties of the office and there is nothing in my health or personal affairs to prevent my serving.

Please refer to the duties of the TFDW officers and the eligibility criteria for each office located at the bottom of this document and as described in the current TFDW bylaws.

Submitted by:_____

Send completed document to Sandy Smith, Elections Committee Chair on or before 3/31/2020 via email at sandynorrismithtn@gmail.com or by snail mail to Sandy Smith, 1819 Ridgewood Drive, Chattanooga, 37404

Name:

Mailing Address:

Phone:

Email:

Local Club:

Grand Division:

Briefly describe why you wish to serve in this office:

Local Club Service:

State Federation Service:

Regional or National Federation Service:

Local Dem Party Service:

TNDP Service:

DNC Service:

Any other qualifications:

The President, a Vice President from each of the three grand divisions of the state, Recording Secretary, Corresponding Secretary, and the Treasurer are the officers of the TFDW. Officers are elected for a one year term at the convention (TFDW Bylaws Sec 5.01), serve in no position more than two consecutive terms (Sec 5.02), may not be a member of the nominating committee in the year that they serve on the nominating committee, and may not be a state or federal candidate for office or elected official. (Sec 10.03)

The 2020 President and Corresponding Secretary must come from middle TN. The remaining officers will be selected as equally as possible from the other two Grand Divisions (Sec 5.05). The qualifications for all offices include leadership ability, experience working in a Democratic organization, capacity to do the job (Sec 5.03), and the willingness to brief the incoming officers at the end of their term to insure a smooth and successful transition for the benefit of the TFDW (Sec 5.07).

Office Responsibilities

The Office of the President: The President must come from Middle TN and must have served at least one term on the board as an elected office and must have attended at least one state convention. (Sec 5.04) They will preside over meetings of the Federation and Board of Directors, serve as an ex-officio member of all committees except the Elections Committee, appoint the chairs of all standing and special committees, serve as the spokesperson for the Federation or select a designee, and they oversee the transition of outgoing and incoming board. (Sec 5.08 a)

The Offices of the Vice Presidents: The Vice President from Middle TN will assume the duties of the President if the President is unable to fulfil her duties. One Vice President is selected from each of the three grand divisions and they're responsible for encouraging and assisting the Clubs in their division, responsible for keeping the Corresponding Secretary up to date regarding current Club Presidents and their contact information, and for visiting the Clubs in their division, for promoting membership, and other activities. (Sec 5.08 b)

Recording Secretary: The Recording Secretary shall keep the general records, reports, and documents belonging to the TFDW, including minutes of all conventions and board meetings, committee appointments, officers' lists, and shall keep conduct roll call at each meeting. She is responsible for submitting a draft of the convention minutes to the officers, her successor,

and committee chairpersons, and for the transfer all other records in her possession to her successor (Sec 5.08 c)

Corresponding Secretary: The Corresponding Secretary shall keep a roll of the board of directors and shall call the roll by Grand Division at all official state meetings. She shall handle all the official correspondence of the Federation including the Call to Convention and is charged with keeping an up to date list of all individual members and their contact information. She must transfer all her files and data to her successor (Sec 5.08 d)

Treasurer: The Treasurer receives and pays all bills at the direction of the President or Board, they must be bonded before assuming their responsibilities, they give financial reports at each official meeting, create a budget, submit financial disclosures on behalf of the federation, provide all documents needed for an audit, and transfer copies of the financial records to and provides briefing to her successor at the end of her term. (Sec 5.08 e)

In the event there is more than one candidate for office, the vote shall be taken by ballot. If no candidate receives a majority of the vote, the two candidates who receive the most votes will participate in a run-off election (Sec 10.04).