IALD ELECTIONS PROCESS
FREQUENTLY ASKED QUESTIONS

WHY IS THERE A NOMINATIONS + ELECTIONS COMMITTEE?
The Nominations + Elections Committee exists to conduct the annual elections process to review and select candidates for elected leadership positions. IALD’s elected leadership positions include members of the Board of Directors and members of the Membership Committee.

Article 9 of the IALD Bylaws establishes the Nominations + Elections Committee, giving that committee authority over IALD’s annual nominations and elections process. That authority is given specifically and solely to the Nominations + Elections Committee.

WHAT DOES THE NOMINATIONS + ELECTIONS COMMITTEE DO?
The Nominations + Elections Committee selects the candidates that appear on the ballot for positions on the IALD Board of Directors and the Membership Committee. The primary role of the IALD Board of Directors is governance, and to set the strategic direction of the organization. The primary role of the Membership Committee is to determine acceptance or rejection of applicants for membership.

The Committee ensures that there is a consistent annual process for nominations and elections. As part of this process, IALD provides information to the IALD membership explaining the responsibilities, requirements and length of service of each open position.

As part of its work, the Nominations + Elections Committee:

• Discusses strategic goals of the organization and determines how those needs will be reflected in the individuals identified for governance and leadership positions
• Considers attributes and experience that will best meet the strategic needs of the organization. Attributes include, but are not limited to diversity of geographic location, gender, and size of firm. Experience includes experience in the profession and volunteer history with IALD
• Reviews open positions for which candidates must be selected
• Reviews the current composition of the Board of Directors and Membership Committee, to determine which individuals are eligible to continue to serve
• Identifies what diversity elements are most important in a given year, depending on the current makeup of the Board of Directors and Membership Committee and of outgoing Board and Membership Committee members, and considering IALD’s current strategic direction and globalization objectives
• Reviews all nominations and expressions of interest and ensures that any individual who has expressed interest or who has been nominated is at the appropriate membership level
• Engages in robust and thoughtful discussion before selecting the candidates to appear on the ballot.

The Committee also may invite for consideration additional individuals not identified during the Call for Nominations process.

WHO SERVES ON THE NOMINATIONS + ELECTIONS COMMITTEE?
The Nominations + Elections Committee consists of seven members:

• IALD Immediate Past President, Chair
• IALD President
• Fellows Representative, appointed by the IALD President
• Board of Directors Representative, selected by the Board of Directors
• Associate Member Representative, selected by the Membership Committee

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1 *The Bylaws provide IALD’s governing rules and specify membership grades and qualifications for membership, who can vote, discipline of members, government of IALD, duties and powers of the board of directors, nominations and elections, meetings of members, indemnification and liability of members, officers and directors, and establishes the Executive Committee, Nominations + Elections Committee, the Membership Committee and the Lighting Industry Resource Council (LIRC) and the duties and powers of these committees.*
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- Membership Committee Representative, selected by the Membership Committee
- Professional Member Representative, selected by the Board of Directors

WHAT DO I GAIN FROM SERVING ON THE BOARD OF DIRECTORS OR MEMBERSHIP COMMITTEE?
Volunteers who serve the IALD on the IALD Board of Directors or Membership Committee say that it is a very positive experience. These members have the opportunity to provide their input as high-level strategic decisions are made. They also gain valuable experience in a leadership position that can be applied to their own practice. Former volunteer leaders have told the IALD that the opportunity to collaborate with peers and leaders from around the world was valuable and inspiring.

WHERE DOES THE NOMINATIONS + ELECTIONS COMMITTEE GET POTENTIAL CANDIDATE NAMES FROM?
Sources for potential candidate names include, but are not limited to:
- Current Board and Membership Committee members who are eligible to continue to serve
- Nominations and expressions of interest
- The cumulative list of interested volunteers maintained by IALD

Through the names collected from the open call for nominations, and the ongoing list of interested volunteers, the Nominations + Elections Committee has a robust pool of people to consider as they review potential candidates.

WHAT IS THE NOMINATIONS + ELECTIONS COMMITTEE LOOKING FOR IN A CANDIDATE?
Overall, the Committee is looking for candidates that have the understanding and capacity to think strategically and consider the global needs and objectives of the organization. In addition, candidates must have the time to devote to service on the IALD Board or Membership Committee. All potential candidates are asked to address their ability to uphold the requirements of the position.

Because the IALD Board and Membership Committee are critical leadership teams with important responsibilities to the Association and its members, the Nominations + Elections Committee’s discussions are necessarily quite extensive.

Some of the attributes and qualities of potential candidates the Committee considers are:
- Capacity to think strategically
- Ability to collaborate with a group of peers
- Geographic location
- Gender
- Firm Size
- Experience in the profession
- Volunteer history with the IALD
- Ability to build relationships
- Other factors that would create a more diverse Board of Directors or Membership Committee to the benefit of the membership

Each of these may be factors in consideration, depending on the IALD’s current strategic direction and globalization objectives. Extensive volunteer experience does not guarantee that someone will be placed on the ballot.
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HOW DO I NOMINATE SOMEONE?
If you are a voting member of the IALD, you may nominate, in writing, a candidate for any position. Nominating someone as a potential candidate means that their name will be placed before the Nominations + Elections Committee for consideration.

If an individual receives either 10 nominations or at least two percent of the voting membership, whichever is greater, then that individual will automatically be placed on the ballot in addition to those individuals selected by the Nominations + Elections Committee.

Nominations must be submitted in writing, using the nominations form, (email and fax are acceptable) to the IALD headquarters office by the specified deadline. During the elections process, the IALD will make available a formal nomination form that will also be available on iald.org, or by request at elections@iald.org.

WHO CAN I NOMINATE...
...AS DIRECTOR AT LARGE?
Any category of member

...AS TREASURER?
Any category of member

...AS PRESIDENT?
Only a Professional member or a Fellow of the IALD

...AS A MEMBERSHIP COMMITTEE MEMBER?
Only a Professional member or a Fellow of the IALD

...AS MEMBERSHIP COMMITTEE CHAIR?
Only a Professional member or a Fellow of the IALD

HOW DO I VOLUNTEER MYSELF TO BE CONSIDERED FOR ELECTION?
Any member may apply to the Nominations + Elections Committee for consideration. Individuals who wish to be considered by the Nominations + Elections Committee for a position should submit a completed Nominations + Elections form by the specified deadline to elections@iald.org.

Alternatively, if you receive nominations from two percent of the voting membership, you would automatically be placed on the ballot in addition to those candidates selected by the Nominations + Elections Committee. See below for more detail.

DOES BEING NOMINATED GUARANTEE A SPOT ON THE BALLOT?
Consideration as a potential candidate does not automatically put someone on the ballot. Rather, it includes them in the review process conducted by the IALD Nominations + Elections Committee. Committee members review nominations and expressions of interest, and if the Committee determines that an individual should receive further consideration as a potential candidate, that person is asked to provide additional information. The Committee then reviews this information and uses it to help determine who to place on the ballot. The Committee also may invite for consideration additional individuals not identified during the Call for Nominations process.

The only time there is a requirement that someone be placed on the ballot is if a member has received 10 nominations or two percent of the voting membership (whichever is greater). As of 2 April 2018, there are 862 voting members, two percent is 17, so 10 nominations would not be enough. In this case, 17 nominations would be required for automatic placement on the ballot. Per Section 9.8 of the IALD Bylaws, the Nominations + Elections Committee would be required to place that individual on the ballot in addition to the candidates selected by the Committee.
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HOW MANY CANDIDATES ARE LISTED FOR EACH OPEN POSITION?
DIRECTOR AT LARGE + MEMBERSHIP COMMITTEE MEMBER
The Nominations + Elections Committee is directed by the Bylaws to place multiple candidates on the ballot for multiple Director and Membership Committee positions (Article 9.7). The Bylaws do not define or direct what “multiple” means. It is left up to the Committee to determine how many people are placed on the ballot. The Committee may place as many people as it deems appropriate on the ballot for the different positions being filled.

PRESIDENT-ELECT, TREASURER + MEMBERSHIP CHAIR
Candidates for these positions must receive the approval of five out of the seven members of the Nominations + Elections Committee in order to be placed on the ballot as a single candidate. If this supermajority is not achieved, two candidates must, if possible, be placed on the ballot for the position.

WHAT IF I WAS NOMINATED BUT NOT SELECTED FOR THE BALLOT?
The IALD greatly appreciates your willingness to serve in a leadership position. The Nominations + Elections Committee takes into account many factors when considering individuals to be placed on the ballot. Nominees who are not selected by the Nominations + Elections Committee to be placed on the ballot will be informed as soon as the ballot is finalized. Nominees who are not placed on the ballot can add their names to a pool of interested volunteers and may be considered by future Nominations + Elections Committees. There are many other volunteer positions available to members. For more information on these positions, please contact IALD Membership Manager, Ashley Robbins, by calling +1 312 527 3677 or sending an email to ashley@iald.org.

HOW DOES VOTING WORK?
As part of IALD’s elections process, every year ballots are distributed electronically to all voting members. The ballot includes all positions open for that year. There is a write-in option for all positions.

Members submit their vote via an electronic system managed by a third-party firm so that each member’s individual vote is confidential. Election results are reported to the membership as described in the timeline for the elections year.

WHAT DOES A WRITE-IN MEAN?
Article 9.9 of the Bylaws ensures there is a write-in option for all positions. The write-in option means that a voting member may input the name of someone not placed on the ballot by the Nominations + Elections Committee. The write-in option gives members the opportunity to organize write-in campaigns if they so wish.

WHAT OTHER OPPORTUNITIES ARE AVAILABLE AND HOW DO I VOLUNTEER TO SERVE?
There are several types of volunteer service available with IALD and the IALD Education Trust. To express your interest in volunteering to serve, please contact IALD Membership Manager, Ashley Robbins, by calling +1 312 527 3677 or sending an email to ashley@iald.org.