

Sample Script for Service Unit Meeting

Service Unit Manager:

Tonight we will be electing a Service Unit Delegate and Alternate Service Unit Delegate to serve as Service Unit Delegate from May 5, 2019 until the 2020 Annual Meeting. According to GSEP Bylaws, this Delegate represents the entire Council and is responsible for electing our Board of Directors and Board Development Committee and for keeping the Service Unit informed of governance news from the Delegate and Annual meetings.

Any currently registered Girl Scout, age 14 or older may serve in this position. Girls who have been elected as Girl Delegates or who are Girl Advisors are not eligible as they are already voting members of the Delegate Council and may not serve in two positions.

If elected to this position, you will be expected to attend a Delegate Training Session, both a Spring and Fall Delegate Meeting and the 2020 Annual Meeting. Your term will be a one year term starting at the close of the 2019 Annual Meeting. Delegates are expected to be open-minded and good communicators and willing to share their knowledge with our service unit, talk to volunteers to learn their opinions about governance issues important to Girl Scouts, and share their opinions and suggestions in a positive and collaborative fashion at Delegate Meetings.

Is there anyone who would like to serve as a Delegate or Alternate Service Unit Delegate?

(Ask the person to introduce herself and tell everyone why she is interested in the position.)

We will be using Robert's Rules for the election. May I have a motion to nominate *(state names)* as Delegate and Alternate Service Unit Delegate?

May I have a second? *(Pause, then repeat the motion.)* I have a motion and second to nominate *name* as Delegate and *name* as Alternate Service Unit Delegate. Is there any discussion?

All in favor say "aye". *(Pause)* Any opposed say "no".

The motion carries and *(name)* has been elected as our Delegate for the term through the 2020 Annual Meeting, and *(name)* as the Alternate Service Unit Delegate for the term through the 2020 Annual Meeting. Congratulations and thank you for serving. I will be submitting our Delegate Election Report and you will receive a written confirmation of your position. Congratulations again.

Note if you have more nominations than positions, use a paper ballot but do not share the specific numbers to avoid hurting feelings – just announce the results and thank all of the candidates.

It is necessary to report your Service Unit results, by completing the Delegate Election Results Form and emailing it to: governance@gsep.org

For questions about the election or Bylaws, contact Carla Hickey at governance@gsep.org