

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 3, 2020 until the 2021 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. We encourage older girls to serve in this position to understand the strategic impact they can have on GSEP. *Please note:* girls who have already been elected as Girl Delegates or 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, SU Delegates & Alternates are expected to attend a Delegate Training Session, both the Fall and Spring Delegate Meetings and the 2021 Annual Meeting.

Your term will be a one-year term starting at the close of the 2020 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 2021 Annual Meeting, and *(name)* as the Alternate Service Unit Delegate for the term through the 2021 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 SU results by completing the Delegate Election Results Form and emailing it to: governance@gsep.org. Please submit election results no later than August 31.

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