



**SCWLA - Petition to be Placed on Ballot
for Board Election of 2024 Officers**

I, _____, hereby place my name before the
Name Printed
 Board of Directors of the South Carolina Women Lawyers Association for the following Officer
 position for 2024 to be elected by the Board of Directors (*please check to indicate which office
 seeking*):

_____ **President-Elect** (one-year term beginning January 1, 2024 and expiring December 31, 2024)

_____ **Treasurer** (one-year term beginning January 1, 2024 and expiring December 31, 2024)

_____ **Secretary** (one-year term beginning January 1, 2024 and expiring December 31, 2024)

 (Nominee Signature)

Date: _____

Supporting Signatures

(5 signatures of members in good standing needed)

	Printed Name	Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

**Return no later than December 13, 2024 to Chair of the Nominating Committee (Immediate
 Past-President) at executivedirector@scwla.org**

Summary of Bylaws Provisions related to Elected Officer Positions

Position Duties and Eligibility

Section 2.2 President-Elect. The President-Elect shall perform such duties as the President may assign and, except as otherwise provided, the duties of the President when the President is disabled from performing the duties or absent from any meeting of the Association or the Board of Directors. The President-Elect shall serve as Chair of the Long Range Planning Committee.

Section 2.3 Secretary. The Secretary shall – (a) keep the respective minutes and records of the Association and the Board of Directors; (b) maintain the roster of the members of the Board and the register of members; (c) receive, certify, and publish nominations of members of the Board; (d) receive, certify, and publish the results of election ballots; (e) receive and maintain as the property of the Association all papers, addresses, and reports to the Association and the Board of Directors; (f) give notice when notice is required to be given to the Board of Directors, or the members; and (g) perform such other duties as shall be assigned by the President or the Board of Directors.

Section 2.4. Treasurer. The Treasurer shall supervise the safekeeping of the funds and investments of the Association and shall report periodically on its financial condition to the Board of Directors. The Treasurer shall perform such other duties as shall be assigned to her by the President or the Board of Directors. The Treasurer shall serve as Chair of the Finance Committee.

Section 3. Eligibility for Office. Prior to serving as President-Elect, an individual must have served as either Secretary or Treasurer. Prior to serving as Secretary or Treasurer, an individual must have previously served at least one term on the Board of Directors and must have served either as a Regional Representative or Regional Chapter Officer or as a member of a Committee for at least one year. However, these requirements for President-Elect, Secretary, and Treasurer may be waived by majority vote of the Board if no suitable candidate for President-Elect, Secretary or Treasurer can be found with the qualifications for the office.

Form Nominating Petition

The Association shall make a form nominating petition available on its website for members to use (on the reverse side).

Additional information about elections and duties of SCWLA Officers and Board members may be found on the website of the South Carolina Women Lawyers Association, www.scwla.org (the link to the Association’s Bylaws can be found on the “Member Resources” page). Please direct any questions to SCWLA’s Executive Director, Mikki Lindler, at executivedirector@scwla.org.

