

# Hindu Temple of Arizona

## Process to be followed By Nomination Committee for HTA Board Election:

1. Obtain current members list from HTA Board.
2. Obtain copy of HTA Constitution and Bylaws.
3. Obtain a list of previous HTA Board members and Executive Committee members.
4. Develop nomination form for people to fill up and do self nomination by filling the form.
5. Determine how many candidates need to be nominated.
6. Summarize eligibility criteria from the HTA Constitution and Bylaws. In case of questions, the HTA board may be consulted.
  - a. Representation from 4 regions of India as stated in nomination form attachment (East, West, North and South).
  - b. Nomination committee will accept the region of affiliation as stated in the form. (Will not request candidate to testify).
  - c. Life member and above as on or before Nov1, 2003.
  - d. One nomination from organization.
  - e. No two nominations from one family.
7. Nomination committee will accept all the eligible nomination form for ballot paper. (will not drop any eligible candidate)
8. In case nomination applications are less than 7, committee will search for suitable candidates and propose. The following guide lines will be used for candidate search.
  - a. Create a short list of eligible candidates from the members' list from 4 regions of India. Candidates declared region will be accepted.
  - b. Ask candidates to submit brief bio data. Some of these suggested guidelines for creating bio data includes: past evidence of organization and/ or leadership skills, good standing in public, prior involvement in temple (subcommittee or Board), visionary, open minded and skills to integrate/ tolerate diverse viewpoints and willingness to serve on the board.
  - c. Nominating committee member's proposed names will be compiled into one list.
  - d. Nominating committee members discuss merits of the recommended names.
  - e. Nominating committee will check eligibility of each nominee. Nomination committee also selects up to 4 backup names if the number of qualified nominees is less than the number of openings. The nominating committee will select the 4 backup names.
  - f. Nomination committee members contact the proposed candidates and obtain their consent for the nomination (Get nomination form filled in). In case a candidate is not likely to be present on the day of the election, a written consent may be needed as stipulated in the HTA Bylaws.
9. Nomination committee to give the names of proposed candidates to Election committee for Ballot paper on October 24<sup>th</sup>, 2004
10. Nomination committee will sign the list of final nominees and hand over to Election Committee.