

Notice of Nominations—2009
City Clerks Association of California (CCAC)
League of California Cities—City Clerks Department

Notice is hereby given of opening of nominations on May 22, 2009, for the following officers for 2009-2010:

Officers to be Nominated	Term	Division
* President	One-Year	Southern
* First Vice-President	One-Year	Central
* Second Vice-President	One-Year	Northern
* Recording Secretary	One-Year	At Large
Communications Director	One-Year	At Large
Treasurer	Two-Year	At Large
* Professional Development Representative	Two-Year	North
* Professional Development Representative	Two-Year	South
Trustee	Two-Year	Central

**These positions carry out additional duties as set forth in the City Clerks Department of the League of California Cities Bylaws.*

Eligibility Requirements

- Any Voting Member whose dues are paid in full for the current year may be nominated for, and elected to, any office; provided that, in order to be eligible to be nominated for President, the Voting Member shall have served at least one full year as a member of the Executive Board.
- Candidates for the offices of President, First Vice-President, Second Vice-President, Recording Secretary, Legislative Director, and Professional Development Representatives shall be from member cities of the League of California Cities.
- No eligible nominee for CCAC office, except nominees for Trustee and Professional Development Representatives, shall accept any Division office between the time of filing the *Acceptance of Nomination and Candidate Statement* form and the date the ballots are counted.

Nomination Process

- Nominations must be filed with the Nominating Committee Chair not later than **July 17, 2009**, on an *Acceptance of Nomination and Candidate Statement* form that has been dated and bears the original signature of the qualified nominee.
- Facsimile forms will be accepted if the originally signed and dated *Acceptance of Nomination and Candidate Statement* form is received by the Nominating Committee Chair not later than July 22, 2009.
- All nominees must be paid voting members at the time the *Acceptance of Nomination and Candidate Statement* form is filed.
- No other method of nomination will be accepted.

Consent and Candidate Statement

- All qualified nominees must consent to nominations in writing on the *Acceptance of Nomination and Candidate Statement* form.
- Qualified nominees who want a Candidate Statement published must complete the Candidate Statement Request portion of the *Acceptance of Nomination and Candidate Statement* form **OR** decline to provide a Candidate Statement by completing the Candidate Statement Waiver portion of this form and file it not later than July 17, 2009.
- Candidate Statements submitted after the nomination acceptance will not be printed and distributed to the membership.
- Candidate Statements shall not exceed 200 words.
- Candidate Statements must be typed with uniform type size and spacing. No special typesetting will be permitted.
- The *Official Word* will not print Candidate Statements.

Write-In Candidates

- Any Voting Member who doesn't file an *Acceptance of Nomination and Candidate Statement* form by July 17, 2009, and who wants to run for office, may be voted upon as a write-in candidate.
- Write-in candidates must declare their candidacy in writing to the Nominating Committee Chair by July 27, 2009.
- Candidate Statements for write-in candidates will not be printed and distributed to the Voting Members; however, this will not prohibit any candidate from mailing a Candidate Statement at his/her own expense.
- The *Official Word* will not print write-in Candidate Statements.

Limitation of Terms and Exception

- No Officer may be elected for two consecutive terms to the same office, except the Treasurer, Legislative Director, and Communications Director.

Election Schedule

- Not later than **August 6, 2009**, one ballot will be mailed to each eligible Voting Member whose dues have been paid by January 10, 2009.
- All ballots must be received by the Nominating Committee Chair by **September 8, 2009**.

Elizabeth Aguire, City of Galt, Nominating Committee Chair
380 Civic Drive, Galt, CA 95632-2039
(209) 366-7130—FAX (209) 745-3373 (please do not e-mail)

CCAC NOMINATIONS—2009 CALENDAR

The League of California Cities Annual Conference will be held September 16-18, 2009, in San Jose. In accordance with Section 9.8 of the CCAC Bylaws, the nominees elected shall be installed during the Annual League Conference at a time to be set by the Program Committee and shall assume the duties of their respective offices immediately. In the event the Annual League of California Cities Conference is canceled and/or postponed, the nominees elected shall assume the duties of their respective offices upon notification by the Nominating Committee Chair and shall be installed at such time as determined by the Executive Board.

Event	Deadline	CCAC Bylaws
Notice of Nominations	May 22 (117 days before annual conference)	8.7
Nomination Filing Deadline	July 17 (61 days before annual conference)	8.1
If Nomination is Faxed by July 17, Deadline for Receipt of Original Nomination Form	July 22 (56 days before annual conference)	8.1
Write-In Candidate Declaration	July 27 (51 days before annual conference)	8.9
Mailing of Ballots	August 6 (41 days before annual conference)	9.1
Return of Voted Ballots	*September 8 (10 days before annual conference)	9.1

*Note: In accordance with CCAC Bylaws Section 9.1, deadlines associated with nominations or elections that fall on a weekend or holiday are extended to the next business day.

City Clerks Association of California (CCAC)
Acceptance of Nomination and Candidate Statement

I, _____, a Voting Member of the City Clerks Association of California whose dues are paid in full for the current year and having been nominated for the office of _____, do hereby accept said nomination and declare that I will serve in the position if elected.

Signature _____ Date _____

Candidate Statement Request

I hereby request that the following candidate statement be published:

(The candidate statement shall not exceed 200 words, shall be typewritten with uniform type size and spacing. An additional sheet may be attached if necessary.)

Print Name _____ Nominated for _____

Candidate Statement Waiver

I hereby decline the publishing of a candidate statement.

Signature _____ Date _____

Please Note: This form, dated with original signatures, must be returned to the Nominating Committee Chair not later than **July 17, 2009**. Facsimile forms will be accepted provided that the originally signed form is received by the Nominating Committee Chair not later than July 22, 2009.

Return Dated Form with Original Signatures to:

Elizabeth Aguire, City of Galt, Nominating Committee Chair
380 Civic Drive, Galt, CA 95632-2039
(209) 366-7130—FAX (209) 745-3373 (PLEASE DO NOT E-MAIL)

CCAC NOMINATIONS—2009 CALENDAR

The League of California Cities Annual Conference will be held September 16-18, 2009, in San Jose. In accordance with Section 9.8 of the CCAC Bylaws, the nominees elected shall be installed during the Annual League Conference at a time to be set by the Program Committee and shall assume the duties of their respective offices immediately. In the event the Annual League of California Cities Conference is canceled and/or postponed, the nominees elected shall assume the duties of their respective offices upon notification by the Nominating Committee Chair and shall be installed at such time as determined by the Executive Board.

Event	Deadline	CCAC Bylaws
Notice of Nominations	May 22 (117 days before annual conference)	8.7
Nomination Filing Deadline	July 17 (61 days before annual conference)	8.1
If Nomination is Faxed by July 17, Deadline for Receipt of Original Nomination Form	July 22 (56 days before annual conference)	8.1
Write-In Candidate Declaration	July 27 (51 days before annual conference)	8.9
Mailing of Ballots	August 6 (41 days before annual conference)	9.1
Return of Voted Ballots	*September 8 (10 days before annual conference)	9.1

*Note: In accordance with CCAC Bylaws Section 9.1, deadlines associated with nominations or elections that fall on a weekend or holiday are extended to the next business day.