

Summary of Scrutineers duties - General Meeting of Pacific Mountain Region

“For Such a Time As This”

(Esther 4:14)

Purpose

Scrutineers ensure the accuracy and confidentiality of voting at the General Meeting.

“Scrutiny”

- surveillance; close and continuous watching or guarding
- a close and searching look

Duties

Collect and count the vote:

- By hands/cards
- By ballot

Distribute meeting information as required; eg - list of names for elected officials.

Organization - Membership

- 1 Scrutineer Coordinator
- 8-12 Scrutineers

Training

- Training is provided prior to the opening of the General Meeting
- Training is provided by the Executive Minister and/or the Scrutineer Coordinator

Commitment

- Scrutineers must be prepared to act at any time during business sessions of the Council.

Procedures - Scrutineers

- Each scrutineer is assigned a group of tables
- Each scrutineer should introduce him/herself to tables early in the meeting
- Voting is with assigned cards (use judgment here)
- Follow the directions from the Head Table (President, Executive Minister or Business Committee Chair); do not count or distribute or collect ballots until directed by the Head Table

- While speed is important, it is more important to ensure every one voting has been counted

Voting by hand/card:

1. When called upon, each scrutineer stands by assigned group of tables
2. When Pro vote is called, scrutineer counts raised hands/cards
3. When counted, scrutineer asks/signals people to lower hands
4. Records vote on pad
5. Does the same for Con vote
6. Gives results to Scrutineer coordinator

Voting by ballot:

1. When called upon, each scrutineer distributes appropriate ballots to voting members at their table groups
2. When ballot is marked, voter raises folded ballot
3. Scrutineer collects ballots at table group
4. Gives ballots (without being counted) to Scrutineer Coordinator

Voting on President-Elect Pacific Mountain Region

We use a “series” method of election, which means a person is not elected until they receive a clear majority of the votes cast. If more than two people are on the ballot this usually means multiple ballots.