

**PROCEDURE FOR ELECTION  
OF BETHEL OFFICERS**

**HONORED QUEENS AND GUARDIANS:** Please read through the following instructions and procedure prior to Elections.

To be eligible for election to any elective office, a Daughter must have satisfactorily passed the Proficiency Test (Ritual page 143, 1989 Edition) and, except in the case of a new Bethel, a Daughter must have been a member of the Bethel in regular attendance during the entire term in which the election is held. Regular attendance shall be interpreted to mean present at all regular meetings of the Bethel unless excused by the Executive members of the Bethel Guardian Council for good and sufficient reasons.

**NOTE:** Under **NO** circumstances shall there be any additional qualifications.

Election of officers of Chartered Bethels shall be held at the first meetings in the months of **April** and **November**.

The election shall be by ballot. A majority vote shall elect.

Where there is only one candidate for an office, the rule requiring election by ballot may be suspended, providing there is no objection prior to the beginning of the election, and election may be determined by viva voce vote.

Objections may be made to the Honored Queen, or Bethel Guardian, or person assuming the duties of the Bethel Guardian in her absence, or in the meeting immediately prior to election. Members objecting must be present during election for their objection to be valid.

**NOTE:** If there has been an objection, Honored Queen so states, and proceeds to request Bethel Guardian to read the names of those Daughters who are eligible for an elective office (page 2).

If an objection is made, refer to Page 5 – Voting by Secret Ballot. If no objection has been made, then Honored Queen states:

**HONORED QUEEN:** *“I will entertain a motion to suspend election by ballot where there is but one candidate to an office.”*

(NOTE: If there is no motion, the election **SHALL** be by secret ballot. If there is a motion, and there is one objection in the voting, the election **SHALL** be by secret ballot for all elective officers.)

**HONORED QUEEN:** *“Bethel Guardian, will you please read the names of those Daughters who are eligible for an elective office.”*

### INSTRUCTIONS FOR HONORED QUEEN

1. Honored Queen appoints two members of the Bethel to tally the votes. Guardian Secretary also counts ballots, silently as a check. Tellers approach the Recorder's desk. The Associate Guardian will supervise the tallying of the ballots.
2. **HONORED QUEEN:** *"Members will number off. Please stand and remain standing until all have counted."* Honored Queen rises and says "one", Senior Princess rises, says "two", Junior Princess, rises, says "three"; etc. until all have counted.
3. Same procedure to be repeated as a double check (this time sitting as each member numbers off). Associate Guardian checks as count proceeds.
4. **Honored Queen announces:** *"There are \_\_\_\_\_ members entitled to vote. A majority of the votes cast for each office is necessary for election. Blanks are NOT counted as votes. However, there is no rule against casting a blank ballot or not voting if members desire."* MAJORITY MAY VARY, DEPENDING ON THE NUMBER OF VOTES CAST FOR EACH OFFICE.
5. **HONORED QUEEN:** *"The elective officers of the Bethel are: Honored Queen, Senior Princess, Junior Princess, Guide and Marshal."*
6. **HONORED QUEEN:** *"The tellers will pass out the ballots (several to each member) and pencils and return to the Recorder's desk."* (Adults DO NOT pass out ballots.)
7. **HONORED QUEEN:** *"WE WILL NOW HAVE THE ELECTION OF OFFICERS.* (one rap of gavel) The election of the officers of the Bethel shall proceed in the following order: (1) Honored Queen, (2) Senior Princess, (3) Junior Princess, (4) Guide, and (5) Marshal."

#### #8A. -IF VOTING BY VIVA VOCE VOTE

**HONORED QUEEN:** *All those aspiring to the office of \_\_\_\_\_ will rise and state your name. (pause) Are there any others aspiring to the office of \_\_\_\_\_? Since there is but one candidate aspiring to the office of \_\_\_\_\_, election to the office will be by viva voce vote.*

*All those who are in favor of \_\_\_\_\_ to be elected to the office of \_\_\_\_\_ will say aye. Those opposed, nay. By your vote, you have elected \_\_\_\_\_ to the office of \_\_\_\_\_. Do you accept this office?*

(Proceed in the same manner for the election of all offices where there is but one candidate aspiring.)

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**#8B. -IF VOTING BY SECRET BALLOT FOR OFFICES**

**HONORED QUEEN:** "All those aspiring to the office of \_\_\_\_\_ will rise and state your name. Thank you. You may be seated. You will now cast your ballot for the office of \_\_\_\_\_."

Honored Queen writes her ballot. Then, after allowing sufficient time for all to write their ballots, says:

*"Tellers, you will collect the ballots."*

After the ballots have been collected, Honored Queen says:

*"Have all balloted who are entitled to do so?" (pause) "I now declare the ballots closed." (one rap of gavel) Tellers, you will count the ballots."*

One teller opens ballot, passes it to the next teller, who reads it quietly. Bethel Recorder repeats, quietly, counting 1, 2, 3, 4, tally, etc. Be sure it is the BETHEL RECORDER, and not an adult.

When through counting, the Recorder ADDS UP THE NUMBER OF VOTES CAST FOR EACH PERSON, TOTALS THEM ALL COUNTING BLANKS SEPARATELY. THE TOTAL OF ALL VOTES, INCLUDING BLANKS, SHOULD NOT EXCEED THE NUMBER OF MEMBERS ELIGIBLE TO VOTE. The Recorder then hands the tally sheet to the Honored Queen, after checking with the Guardian Secretary.

Honored Queen reads report **IN FULL**

Number of ballots .....	35
Number of blanks .....	<u>2</u>
Number of VOTES CAST .....	33

Necessary for election ..... 17

(Honored Queen reads each name and the number of votes she received.)

Mary Jones, 14; Susie Brown, 10; Mary Smith, 7; Jane Doe, 2; Blank 2. Total 35.

**HONORED QUEEN:** "There is no majority, so we will vote again."

The Honored Queen will not elaborate on it any further. (Refer back to 8B and proceed with second ballot.)

**HONORED QUEEN:** (after receiving tally sheet)

Number of ballots .....	35
Number of blanks .....	<u>3</u>
Number of VOTES CAST .....	32

Necessary for election ..... 17

Mary Jones, 18; Susie Brown, 14; Blank 3; Total 35.

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**HONORED QUEEN:** *“By your vote, you have elected \_\_\_\_\_ to the office of \_\_\_\_\_. Do you accept this office?”*

If voting by ballot, repeat steps in 8B until all officers are elected.

9. **HONORED QUEEN:** *“This completes the election of officers.”* (one rap of gavel)
10. **HONORED QUEEN:** *“Associate Guardian, you will destroy the ballots. Tellers, you will please collect the unused ballots and the pencils, then return to your place in the Bethel.”* (one rap of gavel)

# Election Procedures