

Proposed HSC Bylaws Change

Liz Duffie, Co-Chair
Nominating and
Governance
Committee

- Move HSC elections from December to October.
- Terms would still begin in January.



Rationale

- December elections do not allow newly elected Board Members and membership chairs much time to be onboarded to their new positions.
- Currently, any onboarding activities occur during late December or early January, when many people are taking vacation.

Proposed Timeline

August



September



October

Email to HSC listserv with open positions, election process and timeline, job descriptions, etc.
Elections discussed at membership meeting.



Nominations (including self-nominations) accepted.
Nominees submit bios and answer questions about their interest to be sent to the membership.



Candidate slate and information sent out 1 week before meeting.
Vote during and/or immediately following membership meeting.

Proposed Timeline (continued)

November



December



January

Elected Board Members complete current orientation.

Elected Board Members encouraged to sit in on Nov. Board meeting.

Incoming membership chair and co-chair meet with outgoing chairs.



Elected Board Members complete additional onboarding and training
Elected Board Members encouraged to sit in on Dec. Board meeting.



Elected Board Members and chairs begin their terms.

Bylaws Changes

Section 6: Meetings and Annual Meeting

The Board of Directors shall meet at least six times annually. Meetings of the Board of Directors shall comply with Wisconsin Open Meetings law, section 19.81 through 19.98 of Wisconsin Statutes.

An Annual meeting will be scheduled in ~~December~~October of each year and may be combined with a regularly scheduled meeting of the HSC membership. Annual membership meetings will follow the same Open Meetings Law requirements as the Board of Directors. At the annual meeting, elections will be held for: 1) Board seats that expire, 2) the Chair and Vice Chair of the HSC membership, and 3) any other issues of importance to the membership.

Appendix A

Election Process

There is an open Nominating and Governance committee that oversees the election process. The election process includes Board of Directors and the Chair and Vice Chair of the Homeless Services Consortium.

- 1) At a ~~September~~the August General Membership meeting a notice of the ~~December~~October election will be made to include the upcoming vacant seats and timeframe of the Election process. In addition, an e-mail will be sent to the HSC membership, detailing openings available, the process and including job descriptions and the Board agreement.
- 2) Nominations and self-nomination are accepted via e-mail (hsc@cityofmadison.com), phone call to the CoC Coordinator or in person to the CoC Coordinator or member of the Executive Committee of the Board.
- 3) Bios of all nominees will be sent out to the HSC via the listserv and available in hard copy at the Annual Meeting.
- 4) Prior to the Annual meeting, the Nominating and Governance committee will send questions to the nominees and will send their answers to the listserv and provide hard copies at the Annual Meeting.
- 5) The Nominating and Governance Committee will create ballots.
- 6) Members who have attended 3 HSC Membership and/or HSC Committee (as listed in Appendix B) meetings within the 12 months prior to, and including the ~~December~~October HSC Membership meeting, are eligible to vote. For those members who have attended 3 meetings, but can't attend the ~~December~~October meeting an electronic ballot will be provided.
- 7) At the Annual Meeting, candidates will have 2 minutes to speak to the Membership.
- 8) Ballots will be counted by the CoC Coordinator and a member of the HSC Board who is not running for re-election.
- 9) Notification of results will be sent to the HSC listserv after candidates have been notified.

This meeting:

Question and answer

July meeting:

Vote on these proposed changes

If passed:

Changes implemented for 2021 HSC election

If voted down:

Feedback solicited and considered for a future year

Next Steps
