

KEY CLUB

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To Prospective District Officers:

Attached are the materials you need to review and complete to be considered for a position on the 2008-2009 Key Club District Board. I especially want you to review the Policies and Procedures document as it pertains to your potential duties.

The Biographical Sketch is an important part of our election process in that you cannot distribute campaign materials at Convention. By meeting the deadline of February 22, 2008, your biographical sketch information will be submitted to the delegates.

Please note our process for selecting a Bulletin Editor and a Webmaster. You now need to submit your Statement of Candidacy, Biographical Sketch and supporting materials as noted on the Biographical Sketch Information Form for Bulletin Editors and Webmasters by the first day of Convention. We are clarifying expectations and deadlines for these positions in response to the changes made in our bylaws.

A Candidates Orientation meeting is also on the agenda for the Friday evening of Convention. At that meeting, we will provide more information on how caucusing, nominating conference, and the House of Delegates will be conducted. All caucuses will be five minutes in length but the length of speaking time and type of questioning may vary depending on the situation.

In the event you have any questions about the process, the forms or your potential duties, I encourage you to contact me by email or at either of the above numbers. I would especially like to hear from any potential Governor candidate to discuss possible "governor / district" projects.

I look forward to seeing you at the Candidates Orientation Session.

Sincerely,

Mary Beth Townsend

"CARING - OUR WAY OF LIFE"