



ARCHDIOCESE OF WASHINGTON

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January 13, 2020

Dear Members of NCVR,

Peace and grace to all of you as we begin a new year! As we move into ordinary time, may we commit ourselves to be open to the presence of God-with us each new coming day.

The National Conference of Vicars for Religious will meet in Chicago for the annual Assembly from March 22-24, 2020. At that time election of National Officers will take place. NCVR is made up of leaders, you and me who are called to serve in many capacities. One of these calls is to serve in leadership to our Conference. No one of us has surplus time or energy, but as the adage goes, "Ask a busy person to do one more thing, and it gets done"! They must have known us when that was coined!

The guidelines for election state: "This (election) committee shall solicit from dues-paying members the nominees for each of the elected offices: President, Vice-President, Secretary and Treasurer." The NCVR Board asked that I serve as the Elections' Chairperson.

With the revision of the Constitutions for NCVR in 2019, all of these current officers are eligible for re-election: Sr. Maryann Seton Lopiccio, SC as President, Sr. Elizabeth Ann Vasquez, SSCJ as Vice-President, Sr. Louise Hembrecht, OSF as Secretary and Sr. Mariette Moan, ASCJ as Treasurer.

We are all invited to individually suggest nominees both from the members of our own Regions as well as from other Regions. Once your nominees are submitted I will contact these members to receive their acceptance of nomination. We are encouraged to nominate for each office and vicars may be nominated for more than one office. We will be using the website to post the final nominations. More information and directions will be given at that time. Please take some time now to become more familiar with the site: <http://ncvreligious.org>.

Please review the revised "Responsibilities for NCVR Officers" found in the supplemental pages of the Manual for Vicars and use the enclosed Nomination Form to submit your nominations. Self-nominations are valued and encouraged.

We truly want to encourage new names to surface for leadership, now or in the future. The strength of our Conference depends on the strength of its members' participation, so please give this some thought and prayer.

Thanks for your participation in and support of the life and service of our Conference and its leadership.

Timeline for National Elections 2020:

Nomination ballots sent to membership:	January 13, 2020
Nominations returned:	February 7, 2020
Nominees individually contacted:	February 14, 2020
Final nominees posted on NCVR website:	Feb. 28, 2020
Elections at NCVR Assembly:	March 24, 2020
Term of office begins in May at Executive Board meeting,	May 2020.

If you have any questions, please contact me at kayg@adw.org

Sincerely in Christ,



Sister Gilmary Kay, RSM

Elections' Chairperson

Attachment: Nomination Form

NCVR Elections Process

1. President contacts NCVR Member to chair the Elections Committee. This may be one or two others if needed.
2. Initial election process letter and nomination form are sent to membership in first week of January. Letter describes the process of nominating others or oneself. This will be sent electronically by Executive Secretary to membership.
3. Nominations will be returned to Chairperson by February 7, 2020 via email. These names will be sent to the President for review.
4. The President may contact the Board to encourage nominations for Office if there is only one name submitted. Should only one name remain in nomination, a vote of affirmation will take place at the elections.
5. The Chairperson will contact each of the nominees via email for acceptance of the nomination. If they accept, each will submit a photo and brief profile regarding their involvement in the Conference and how they plan to serve should they be elected.
6. The Chairperson will email this information to the webmasters (S. Mariette: contact for web) by February 28.
7. Chairperson sends letter via email to NCVR Membership with the names of the nominees for the election at the annual Assembly.

At the Assembly:

1. Candidates are introduced to the Assembly on the first evening. They speak briefly of the Office for which they are nominated and how they hope to serve. This is also on the website.
2. At the business meeting, the Chairperson will review the process which was followed (as above), review the role of the Executive Board which is to serve the whole Conference, the members and its involvement with other Conferences, etc.; working with the Regional Chairs to bridge the reality of our Conference and to serve our own dioceses as well.
3. Enlist two scrutineers for ballots.
4. Distribute the ballots and a list of nominees for each office to each voting member. Read the numbers of the original full list of nominees, ex. 4 for President, one remaining nominee; the endlist of nominees with names. Offer to receive nominations from the floor before each ballot.
5. Collect ballots, have them tallied, report names and numbers. Announce winners.