



Congressional Research Employees Association *IFPTE Local 75*  
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TO: All CREA Members September 7, 2011

FROM: Mallary Stouffer  
Secretary

SUBJECT: **Election of CREA Officers and Governors of the Board**  
**Election of CREA Delegates to the 2012 IFPTE National Convention**

In accordance with the provisions of Articles II and VII of the CREA Constitution, I hereby announce that an election of CREA Officers and Governors of the Board, as well as 3 Delegates to the 2012 IFPTE National Convention, will be held on Wednesday, October 5, 2011, and hereby establish the following rules and procedures for the election:

#### **Positions to be Filled**

Executive Offices of President, Vice President for Policy and Dispute Settlement, Vice President for Training and Liaison, Treasurer, Secretary, and Governors of the Board (18), and 3 Delegates to the 2012 IFPTE National Convention. Please see the CREA website [www.creaunion.org](http://www.creaunion.org) for full descriptions of the duties of the positions, including the specific duties of the convention delegates. Also note that the convention must be attended on the delegate's own time.

#### **Nomination Procedures**

In order to be nominated for Executive Office, a petition of nomination signed by no fewer than fifty-three (53) CREA members (20% of the CREA membership) is required. To be nominated as Governor of the Board, a petition of nomination signed by not less than fifteen (15) CREA members, not more than ten (10) of whom are employed in any one division or office, is required. Members may sign as many petitions as they choose. Election committee members are available to assist in circulating petitions for those interested in having their names placed in nomination. Only nominated candidates can appear on the ballot; write-in candidates cannot be elected.

Any nominated candidate may submit, with the nominating petition, a statement of 100 words or less.

Membership lists are available in the CREA Office, LM-412, x7-7636.

#### **Deadline for Nominating Petitions**

All petitions of nomination must be submitted to the CREA Office no later than COB, Wednesday, September 14, 2011.

#### **Notification to Membership of Candidates**

Immediately after the close of nominations, the Secretary will notify the membership by e-mail of the nominated candidates. Also, in accordance with 29 U.S. Code Section 481, the Secretary will mail a Notice of Election to each member not less than 15 days prior to the election at the member's last known address. *If CREA does not have your current address, please notify us immediately.*

## **Time and Place of the Election**

The Election will be held on Wednesday, October 5, 2011. The ballot box for casting votes will be located on the sixth floor of the Madison Building in front of the escalators. Official ballots will be provided for each qualified voter at the ballot box. Balloting will open at 9:00 a.m. and close promptly at 3 p.m. Members of CREA who are voting will be required to do so on non-duty time (e.g., before or after work, at lunchtime, or on break). The election results will be announced no later than Friday, October 7, 2011. Elected candidates will be sworn in at the annual membership meeting, Wednesday, October 12, 2011.

## **Voting Eligibility**

All dues-paying CREA members as of Friday, September 30, 2011, are eligible to vote in the election.

## **Absentee Ballots**

If a CREA member will not be able to vote on October 5, 2011, an absentee ballot can be obtained from the CREA Office, LM-412, beginning Friday, September 16, 2011. Absentee ballots should be returned or postmarked no later than Friday, September 30, 2011. Mailed ballots should be addressed to: CREA Secretary, CRS LM-412, 101 Independence Ave., SE, Washington, DC 20540-7999. *Because of significant delays in receiving outside mail, hand delivery of absentee ballots is strongly recommended.*

## **Voting Instructions**

Officers are elected at-large. Each dues-paying member can vote for only one (1) candidate for each Executive Office. In the case of a tie, a runoff election will be held. Each dues-paying member can vote for four (4) candidates for Governor; however, not more than three (3) Governors can be elected from any one division or office. In the case of a tie, a runoff election will be held. Any office for which a candidate is not nominated will be filled in accordance with the CREA constitutional provisions of Article VII, Section 3.

Voting instructions will be included with the ballot that will be available at the polling place on Election Day.

## **Election Timetable**

**September 7, 2011.** Nominating petitions available; a printable petition is attached to this letter. Deadline by which individuals must be CREA members in order to sign petitions.

**September 14, 2011.** Deadline for submitting nominating petitions.

**September 16, 2011.** Absentee ballots available.

**September 30, 2011.** Deadline for personal delivery or postmark of absentee ballots. Deadline by which individuals must be CREA members in order to vote.

**October 5, 2011.** Election.

**October 12, 2011.** CREA Annual Meeting.

## PETITION of NOMINATION

For Candidates Seeking Election as Officers of the  
Congressional Research Employees Association (CREA)

We, the undersigned Members of CREA, do hereby nominate (name) \_\_\_\_\_, member  
of CREA, for (office) \_\_\_\_\_ of CREA, in accordance with Article VII of the Constitution.

Name	Division	Name	Division
1.		26.	
2.		27.	
3.		28.	
4.		29.	
5.		30.	
6.		31.	
7.		32.	
8.		33.	
9.		34.	
10.		35.	
11.		36.	
12.		37.	
13.		38.	
14.		39.	
15.		40.	
16.		41.	
17.		42.	
18.		43.	
19.		44.	
20.		45.	
21.		46.	
22.		47.	
23.		48.	
24.		49.	
25.		50.	

Petition for officers and for delegates to the convention shall be signed by not less than 20% of the members of the organization, as required by Article VII, Section 1, of the Constitution, which number has been set at fifty-three (53) signatures, based on membership established as of September 2, 2011. Petitions for Governor of the Board shall be signed by not less than fifteen (15) CREA members, not more than ten (10) of whom are employed in any one division or office.

**Petitions Must Be Returned to the CREA Office (LM-412)  
by COB, Wednesday, September 14, 2011.**