



INTERNATIONAL SOCIETY OF HYPNOSIS

Building Bridges of Understanding

Procedure for the Council of Representative Meetings, Representatives and COR elections to the ISH Board of Directors

MEETING

1. The Council of Representatives (COR) has a regular meeting at each international congress. It is the responsibility of the chair and secretary of COR to see that the congress organizer sets aside a minimum of 2 ½ hours for a COR meeting which must occur prior to the Banquet/Awards ceremony/ and transfer of the gavel.

REPRESENTATIVES

2. Each Constituent Society (CS) is entitled to 2 representatives to attend the COR meeting. Each CS chooses its representatives according to their own bylaws. A representative serves for three years, commencing from one congress to the next. If a representative is unable to attend an international meeting, the CS may designate an alternate.

3. By June 1 or 60 days prior to (whichever comes first) the ISH Congress, the CS must send notification of its Representatives to the ISH main office. In order to have a vote at a COR meeting, the CS must be up-to-date with its dues and the Representatives must be paid members of ISH.

4. Each Representative will receive notice of the time, date and place of the COR meeting at least 45 days prior to the international meeting, so that timely travel arrangements may be made.

5. Each representative will receive the minutes of the previous COR meetings, formal and informal and an agenda for the COR meeting.

6. At the COR, each representative from a CS will be given some designation of voting privileges (sticker, name badge, ribbon, etc.) for voting purposes.

AGENDA

7. The agenda for the COR must include

- a. Roll call- by name, CS and country;
- b. Acceptance (or amendment) of the minutes of the previous COR, which should be distributed prior to the International congress;
- c. Report on the Board of Directors (BOD) election results and introduction to incoming officers;
- d. Report from the outgoing COR President;
- e. Report from the outgoing COR secretary/treasurer;
- f. Report from congress organizer;
- g. Election of COR officers and members to the Board Of Directors;
- h. Open bidding procedure for congress to be held in 6 years from time of current congress;
- i. Old business;
- j. New business;

ELECTIONS

8. Voting procedure

A. The BOD determines the number of additional Board members from COR, but it will be no less than 6. The BOD must make that decision no less than 60 days prior to the COR meeting. If possible, the ISH central office will provide the COR Chair with a list of typewritten names of current COR representative, a PowerPoint slide to project nominations or a place to write nominations. This will facilitate the election process. In addition, the ISH central office will provide prepared ballots for the voting procedure.

B. The Chair of the COR runs the meeting and the election process.

C. Nominations for the officers are done first. Any COR representative may nominate another representative from those present. If an absent COR representative is nominated, it must be determined beforehand that the person is willing to run for and serve in that office. Outgoing representatives may make it known if they have an interest in re-nomination to the BOD.

D. There is no limit to the number of nominees for officers.

E. It is useful to provide time for each candidate to introduce themselves to the COR.

F. The representatives will then be given a ballot with a place for Chair, Vice Chair, and Secretary. (See attached) Each representative writes in his or her candidate of choice for each position. The ballots are counted by at least two persons who are ineligible to vote.

G. The results are announced. In the event of any tie votes, the vote will be recast.

H. Nominations for the remaining Representatives to the BOD are recorded. There is no limit for the number of nominees. Again, the nominees may introduce themselves to the COR.

I. The representatives are given ballots with a place for the number of names needed to meet the number of representatives set by the Board, but not less than 3 names. The representatives write in their top choices for the at-large positions. The ballots are counted in the same manner as above.

J. The results are announced. In the event of any tie votes, the vote will be recast.

ANNOUNCEMENTS

9. The new COR representatives and BOD are announced at the congress banquet, and as appropriate during the congress proceedings, on the website and in the newsletter that follows the congress.