



District 39 Leadership Committee (DLC)

DLC REPORT TO DISTRICT EXECUTIVE COMMITTEE

Date: **December 9, 2023**
To: **District 39 Executive Committee**
Subject: **District Nominations Schedule – Timeline of Activities for District 39**

Protocol 9.0: District Campaigns and Elections screen capture below. Additional information about the District Leadership Committee is available [here](#).

Protocol 9.0: District Campaigns and Elections

DATE	ACTION
No later than November 1	District Director appoints District Leadership Committee (DLC) Chair.
No later than December 1	DLC members are recommended by the DLC Chair and approved by the District Director.
No later than January 15	Call for candidate declarations.
*See Below	Deadline for candidates to declare intent to run.
March 15–June 1	District Council annual meetings occur (actual dates set by each District).
Six weeks prior to election date	DLC notifies District Director of nominated candidates
Four weeks prior to the election date	DLC report and biographical forms are emailed to all members of the District Council and posted on the District website. Eligible floor candidates shall declare their intent to run in writing to the DLC Chair after the DLC report has been published and at least one (1) week prior to the annual District Council meeting.
July 15	Deadline to submit District Leader Agreement and Release Statements and District Leader rosters to World Headquarters.

*Determined by the DLC Chair and announced to the members of the clubs in the District.

District 39 Activities and Published Dates:

WHQ DATE	DISTRICT 39 DATE	ACTION	Status
No later than November 1	9/1/2023	District Director appoints District Leadership Committee (DLC) Chair.	Completed
No later than December 1	10/16/2023	DLC Chair recommends DLC members and provides signed form 450L, DLC Member Agreement, to the District Director for approval.	Completed

DLC REPORT TO DISTRICT 39 EXECUTIVE COMMITTEE

December 9, 2023

WHQ DATE	DISTRICT 39 DATE	ACTION	Status
No later than December 1	12/1/2023	DLC members are approved by the District Director. North Division: Veena Vijayaraj-Kadidal, DTM East Division: Linda Bedell, DTM South Division: Barbara Brackett, DTM, PDG West Division: Brian Hatano, DTM, PDG Central Division: Patty Fong, DTM, PID	Completed
No later than January 15	1/8/2024	Call for candidate declarations.	
*See [Above]	2/12/2024	Deadline for candidates to declare intent to run, determined by the DLC Chair and announced to all members of District 39.	
Six weeks prior to election date	4/3/2024	DLC notifies District Director of nominated candidates.	
Four (4) weeks prior to the election date	4/17/2024	DLC report and biographical forms are emailed to all members of the District Council and posted on District 39 website.	
One (1) week prior to the election date	5/8/2024	Eligible floor candidates shall declare their intent to run in writing to the DLC Chair after the DLC report has been published and at least one (1) week prior to the annual District Council meeting.	
[Not Specified]	5/9/2024	Attendance at Optional Virtual Candidate Showcase.	
March 15–June 1	5/15/2024	District Council annual meetings occur (actual dates set by each District).	
July 15	5/22/2024	Deadline to submit District Leader Agreement and Release Statements and District Leader rosters to World Headquarters.	

Current DLC Tasks:

- ☐ Continue to develop District 39 DLC Procedure Manual
- ☐ Propose District 39 Web page to host necessary election forms and provide election information.
- ☐ DLC members seek qualified members, in addition to candidates who announce their intention to run for office.
- ☐ DLC interviews all known candidates for each elected position.

Respectfully submitted,



Denise Alder Guthertz, DTM, Immediate Past District Director
DLC Chair 2023-2024