

**Mason County Sports Hall of Fame  
Selection By Laws & Selection Process  
September 2005**

**By Laws  
Of  
Mason County Sports Hall of Fame**

Section V—Criteria for Election into the Athletic Hall of Fame

Section I—Criteria: The Board shall appoint the nominating committee, made up of members of the Board of Directors, which shall determine a set of criteria for election into the Hall of Fame. Said criteria shall be reduced to writing and submitted for approval by the Board as a whole.

Section II—Nominations: The nominating committee shall, using criteria established pursuant to Section I, submit specific nominations for election into the Hall of Fame to the Board of Directors, for action at any meeting noticed for said purpose.

Section III—Election: The Board of Directors shall, at least annually, consider persons deserving of the honor and distinction of election into the Hall of Fame. Election shall be by 2/3 vote of Directors present. Minimum of 10 Directors present to conduct election into the Hall of Fame.

## Procedure for Election MCSHF

- A. Short list of possible candidates will be distributed to Board of Directors for their review one month prior to selection month, which is October of each year.
- B. Discussions will be encouraged as many Board Members will not know every candidate
  - a. BIO s of the top candidates will be developed for review and included with the Short List
  - b. Recommendations can be made by Board Members to “add to the short list” prior to selection
  - c. Board Members are highly encouraged to do everything possible to become acquainted with the “short List” candidates leading up to the selection meeting in October each year.
- C. A ballot will be distributed to each member to utilized for determining their initial candidates for selection
  - a. Each Board Member will be allowed to nominate 4 individuals (usually 3 athletes and 1 contributor)
  - b. Efforts must be made to nominate the top four (4) individuals they feel eligible for induction into the MCSHF
  - c. Gender should not be a qualifying criteria
  - d. Ballots or written confirmation of your top four (4) candidates MUST be submitted to either President or Vice President one week prior to the Meeting to select the next years Class
  - e. The President and Vice President will tabulate nominees and compile a list of all individuals that received at least 1 nomination.
  - f. A BIO will be prepared for all individuals that received at least 2 nominating votes, if that BIO has not previously been established for review at the Selection Meeting.
- D. Master List will be printed and distributed to Board Members prior to the Selection Meeting
  - a. Election to the Hall of Fame requires 2/3 vote of Directors in attendance of said meeting to elect
  - b. Flip chart listing nominees will be utilized during the selection meeting to record votes and selection
  - c. Secret Ballots will be utilized for each vote
    - i. At anytime a nominee realizes 2/3 vote of Directors present, they are elected
    - ii. Initial round of voting, each Director receives 1 vote for “Each Opening for the Class). If we decide to elect 5 members, you receive 5 votes.
    - iii. Each following round of voting Directors will receive the number of votes as determined by the number of openings to be selected that year. 3 positions open, 3 votes
    - iv. If after two rounds of voting the votes do not change, then the votes available to each Director will be reduced by 1.
    - v. Debates and discussions can ensue following each round of voting. 5 minutes will be allowed for this discussion before a subsequent round of voting will be conducted.
    - vi. This process will continue until the year’s Class is selected.
    - vii. If someone receives only 1 vote, they are removed from the list in subsequent voting.
- E. Votes will be tabulated by 2 members selected that day from Board Members in attendance (Hopefully all)
- F. All voting is confidential, results will be confidential until announcement is made to inductees then press releases will be developed and public announcements made.