

**R U L E S O F P R O C E D U R E**  
**New York State Teachers' Retirement System**  
**Annual Delegates Meeting**  
**November 6-7, 2022**

The following are the rules of procedure for this meeting of delegates. These rules may be amended only by a two-thirds vote of registered delegates.

- A. A member of the Retirement Board shall be designated to call the meeting to order. Said Retirement Board member shall present a Chairperson and Secretary for approval by the delegates in attendance at the meeting. A yea vote, submitted electronically, will constitute approval of the Chairperson and Secretary.
- B. Following such approval, the Chairperson shall present the name of the candidate(s) for a Retirement Board member to serve the 2023-2026 term of office commencing Feb. 1, 2023.
- C. Other than an incumbent Retirement Board member currently serving, a candidate seeking nomination may be eligible for this election if they were nominated by 100 or more delegates properly registered by their employers during the published nominating period. Only delegates (not alternates) may nominate a candidate for teacher trustee. (The number of nominations a candidate must receive in order to be eligible for the election corresponds with the number of nominations a candidate for retired teacher Board member must receive in order to be considered a candidate for that position.)
- D. The nominating period will end at the close of business (COB) on Friday, Oct. 14, 2022 and no nominations will be accepted after Oct. 14.
- E. **Please note: No nominations will be accepted on the day of the election (Monday, Nov. 7, 2022).**
- F. Any delegate desiring to make a formal nominating or seconding speech at the meeting may do so. After being recognized by the Chairperson, the delegate will state: 1. Their name, and 2. The employer they represent.
- G. The nominating speech shall not exceed five minutes. Nominations do not need to be seconded. However, one seconding speech may be made, not exceeding two minutes in length.
- H. The Chairperson will stipulate the time period in which ballots may be cast and open the election. At the appointed time, the Chairperson will announce the voting period has closed and will call for the tabulation of the votes.
- I. Only duly elected delegates may cast a vote, to be submitted electronically. A duly elected alternate may vote if the delegate is absent or unable to serve and NYSTRS was notified of this change by COB on Friday, Oct. 14, 2022.

*(Continued)*

- J. In the case of a contested election, the following rules shall apply:
1. Delegates will be notified of the candidates in a contested election on Friday, Oct. 21, 2022. Delegates will be asked to submit questions for the candidates to NYSTRS by COB on Tuesday, Oct. 25, 2022. Questions for the candidates will not be accepted after Oct. 25.
  2. During the election proceedings on Nov. 7, 2022, NYSTRS will designate a timekeeper.
  3. Each candidate will be allotted five minutes prior to the election to address the delegates. The incumbent shall speak first. All other candidates will speak in alphabetical order by last name. Following candidate remarks, a maximum of one hour will be set aside for candidates to answer the questions previously submitted by delegates. No two consecutive questions may be asked of one candidate.
  4. If three candidates for membership on the Retirement Board are nominated for the same Board seat and no one has a majority on the first ballot, the candidate with the lowest number of votes will be eliminated and a second ballot will be taken to decide the winner.
  5. If more than three candidates are nominated for the same Board seat and no one has a majority on the first ballot, all candidates except the three highest will be eliminated and a second ballot will be taken. If no candidate has a majority on the second ballot, the candidate with the lowest number of votes will be eliminated and a third ballot will be taken on the two candidates with the highest number of votes.
- K. The candidate shall be conclusively deemed to have been elected by the delegates provided they receive the majority of the votes cast during the time period designated for the election.
- L. Following the completion of the election, the successful candidate may address the delegates for a period not to exceed thirty minutes.