



## The Sacramento Blues Society Hall of Fame Guidelines 2011

### SBS-HOF Mission Statement and Purpose

- Document the history of local blues music.
- Enhance and celebrate the existing blues music environment.
- To honor those who have made significant contributions to the Blues in the Sacramento region.

### Inductee Criteria

To be considered for the SBS-HOF, nominees must have Blues as the primary format or music style, at least a 20-year history of Blues participation, made a historical contribution and had an impact and overall influence on Blues in the Sacramento region, as determined by the SBS-HOF Committee. Nominees are not required to be a SBS member.

### Nominations and Submissions

- All nominations will be accepted.
- No one may nominate themselves or their own "work".
- **SBS Board Members are not eligible for nomination.**
- **Committee Members nominated must excuse themselves from the Committee**

Nominations can be submitted year round, but only nominations received by **September 1st** of the current year will be considered for the upcoming HOF. These will be considered for that year's SBS-HOF Induction in December. The official nomination form will be available at <http://www.sacblues.com> and can be printed, or filled out and sent by email or regular mail to SBS, P.O. Box 60580, Sacramento, CA 95860-0580. They may also be handed to any SBS Board Member.

Nomination forms will include the nominator's name, and their preferred way of contact, along with the:

- Name of nominee(s).
- Available contact information of the Nominee and/or a website. If the nominee is deceased, the current name contact information for a family member.
- A description of the nominee and reason for your nomination

## **The Hall of Fame Committee**

The Committee shall be comprised of volunteer members of SBS. An SBS Board member shall be liaison to the SBS Board on Committee affairs. The SBS President shall designate one member as Chair. Committee members must be members of SBS. The Committee shall conduct all its activities in accordance with SBS bylaws and in keeping with the SBS Mission Statement. In the event that a Committee member is nominated for the SBS-HOF, or a conflict of interest occurs, they must either step down from the Committee or request their name be withdrawn from nomination.

### **Committee Duties**

1. Prepare the nomination form for publication.
2. Solicit and screen SBS-HOF nominations.
  - a. Verify nominee qualifications
  - b. After the closing date for accepting nominations, a committee meeting will be called by the Chair and the ballots will be screened and discussed by the Committee. Due to the volume of nominations, any other meetings prior to closing date may be deemed necessary by the Committee chair.
3. The Committee will then recommend up to three (3) nominees and then present the nominees to SBS Board. The Committee may seek advice or additional information from music professionals outside the Committee to assist in making their selections. If necessary, the SBS Board may also be consulted.
4. Once the Board approves the nominees, the Board will contact nominees to verify participation.
5. The SBS Board will then prepare a press release announcing the result and send a congratulatory letter to the inductees.

### **Voting Process**

Induction of each nominee is determined by the SBS Board based on the list provided by the Committee and Robert's Rules of Order. Once the Board selects the HOF Nominees, it is the responsibility of the Committee Chair to update the plaque at the Torch Club and prepare the plaque to be presented at the HOF Awards at the December Membership Party.

### **Policy Review**

This policy shall be subject to an annual review by the Committee and/or Board to ensure that the SBS-HOF voting process remains fair and consistent with the SBS Mission Statement.

The Inductee Selection shall be conducted in closed Committee/Board meetings and no public explanation of the specific deliberations is required nor shall be given.