



Nominating Procedures

- September Nominating Committee, which was elected at the April annual meeting of the Members, organizes and plans logistics. Nominating Committee evaluates the composition of current Board of Directors and identifies goals for new slate, including diversity (i.e., geography, age, race, ethnicity, and representation from Member organizations with various characteristics).
- October Nominating Forms distributed electronically to Members and posted on the website inviting nominations for Directors and the offices of Vice Chair, Secretary, and Treasurer. The Nominating Committee also seeks nominations from the current Board of Directors.
- November Nominating Forms due on or about November 15.
- December Nominating Committee Chair reviews and compiles Nominating Forms.
- January Nominating Committee begins the process of slating the Board of Directors. The nominating process is concentrated with most work occurring during a twelve-week period.
- 1) Slate Officers (Vice Chair, Secretary, and Treasurer), who also serve as Directors.
 - 2) Slate other Directors (number in discretion of Nominating Committee within minimum and maximum established by Bylaws).
 - 3) Slate Nominating Committee.
- * Nominating Committee has five members, including the Nominating Committee Chair (who is the immediate past Chair),

the Vice Chair and the current Chair. The two remaining members of the Nominating Committee generally should not be current members of the Board of Directors.

- March Slate for Board of Directors and Nominating Committee is approved by the current Board of Directors. Once approved by the Board, notice of the slate is delivered to the Members for approval at the April annual meeting. Such notice should be given at least ten days prior to the meeting.
- April The new Board of Directors and new Nominating Committee are elected at the annual meeting of the Members.
- Incoming and outgoing Officers begin transition.
- Summer A joint meeting of the incoming and outgoing Boards may be held after the annual meeting in April.
- Newly elected Directors attend a retreat for annual planning purposes during the summer.