

## Report from the Committee on Nominations

The committee on Nominations Chair e-mailed a notification on November 1, 2011, to the Chapter Presidents and Division Members-at-Large, inviting candidates for the 2012-2013 WA-AK Division offices.

The committee received no nominations for Division office.

The President-Elect, by virtue of her office, will move to President. However, she really needs to have your support. She cannot carry on the work of the Division by herself.

Reasons we have Division Boards:

- To help with conflict resolution/management in the chapters in the division
- To monitor chapter financials and create an overall budget for the division to support the overall membership
- To provide governance of the many chapters within their division
- To work with issues at the chapter level as needed
- To be in contact with the members-at-large who do not belong to a local chapter.
- To work for the best items for the division—not just one chapter
- To provide more opportunities to grow in leadership abilities
- To promote the education/information that comes from International to the chapters/members
- To provide communication of best practices among the chapters in the quarterly newsletter

Please carefully consider these offices and make a commitment to run for one of the offices. We truly cannot do this without more people stepping forward to help run the Division. I have also provided below the section of the bylaws that explains how nominations may be made from the floor at the Division Annual Meeting.

### **Article III. Officers, Qualifications, Nomination and Election, Term and Duties**

#### **Section 3. Nomination and Election Procedures**

E. A Delegate at annual meeting may make nominations from the floor provided the nominee is a professional member, has consented to serve if elected, and that the written qualifications are given to and verified by the Committee on Nominations Chairman prior to the time of nomination. Nominee must provide copies of qualifications for all Delegates. Nominations from the floor must receive two seconds.

Section 5, Duties gives the following descriptions of the duties of each of the officers:

#### **C. The President-Elect shall:**

1. Assist the President in all ways.
2. Assume the duties and powers of the presidency in the absence of the President. In the event of a vacancy in the office of President, succeed to the office for the unexpired term and shall:
3. In the event of a vacancy in the office of President, succeed to the office for the unexpired term and shall continue in the office of the President for the following year.
4. Perform other duties as assigned by the Board of Directors.
5. Automatically succeed to the office of President immediately following the conclusion of the term as President-Elect.

**D. The Vice President shall:**

1. Assist the President and President-Elect in all ways.
2. In the absence of the President and the President-Elect, serve as presiding officer at all Division meetings.
3. In the event of a vacancy in the office of President and President-Elect, succeed to the Office of President for the unexpired term.
4. Chair or serve as liaison on special projects.
5. Keep the Division history current.
6. Perform such other duties as may be assigned by the Board of Directors.

**E. The Secretary shall:**

1. Act as Secretary at all meetings of the Division, furnishing complete and accurate minutes of such meetings as set forth in the Standing Rules.
2. Conduct the general correspondence of the division under supervision of the Board of Directors.
3. Give written notice of special meetings to chapter presidents and members-at-large.
4. Compile the annual report as set forth in the Standing Rules.
5. Compile and furnish a Division roster for distribution as set forth in the Standing Rules.
6. Perform other duties as assigned by the Board of Directors.

**F. The Treasurer shall:**

1. Be responsible for complete and accurate records of the Division's financial affairs and have custody of all funds of the Division, depositing the funds in a bank approved by the Board of Directors. All disbursements shall be made by check.
2. Process new signatory cards within 30 days of taking office.
3. Keep a complete and accurate record of the membership within the Division.
4. Notify Headquarters promptly of any name and/or address changes for members-at-large.
5. Transfer all books and records to the Audit Committee no later than July 15 following the conclusion of the term of office.
6. Provide a financial report at the annual meeting, which will show a comparison between the approved budget and paid-out expenses to date, as well as reflect the current status of the Division treasury. A complete financial statement shall be submitted to the Board of Directors at the conclusion of the term of office, which report shall be included and distributed with the minutes of the annual meeting.
7. Renew the bond.
8. Make the records available at all times to any member with the approval of the Board of Directors.
9. Perform other duties as assigned by the Board of Directors.