MEMORANDUM

To: NSH Board of Directors, Committee Chairpersons, Appointees, and Constituent Society Presidents
From: Joanna Barton, Speaker of the House of Delegates
       Jerry Santiago, Secretary of the House of Delegates
Date: June 1, 2020

RE: House of Delegates Agenda Items

The 2020 House of Delegates will convene on Tuesday, October 20, 2020, at 4:30 PM in Reno, NV. The HOD Secretary and Speaker require your cooperation to prepare an agenda and therefore the following schedule has been established:

BYLAWS AMENDMENTS: Amendments must be received at least 90 days prior to the convening of the HOD such that the Bylaws Committee has ample time to review, reach a consensus and submit these agenda items to the Speaker. Any proposals to amend the bylaws must be submitted to the Bylaws Committee Chair (Konnie Zeitner, kkzeitner@yahoo.com) and copied to the Speaker no later than July 20, 2020. The current Bylaws can be found on the NSH website in the Governance section.

AGENDA ITEMS: All proposed agenda items are to be submitted to the Speaker no later than August 20, 2020. Please use the Agenda Item Form to submit agenda items for the 2020 House of Delegates. Open the form and type in all required information. Please type in an “X” beside either “Discussion Only” or “Motion” indicating whether the agenda item is for discussion or a motion. Once each area is completed, save the form on your computer and email to both the Speaker and Secretary of the HOD at the emails listed below.

AGENDA PACKETS: Agenda packets will be sent to the delegates via the House of Delegates Community on The Block by September 20, 2020 (30 days prior to the meeting).

SPEAKER CANDIDATE INFORMATION: This year we will elect the Speaker of the House at the 2020 House of Delegates Meeting. Nominations of candidates for this position will be solicited during the meeting and elections will be held as per the Bylaws. As in the 2018 Election, if a NSH member from within your region or state is interested in being nominated as the Speaker, they should complete the candidate information form located on the NSH website and submit to the Speaker, HOD Secretary, and the Executive Director (sharon@nsh.org) by August 20, 2020. This form is not necessary for the other House positions that are to be elected. Please note, submission of the candidate information form is not a nomination. Each candidate must still be nominated by a delegate within the House meeting. Candidates can be nominated without pre-submission of the candidate information form and all candidates will still be given the opportunity to address the HOD delegates to provide a personal statement. For eligibility to be nominated for Speaker or any of the elected positions, please review the position descriptions located on the NSH website.
COVID-19 CONSIDERATIONS: We anticipate holding this year’s HOD meeting in Reno, NV in conjunction with the Annual Symposium/Convention. Although it may become necessary to hold the meeting virtually. If this becomes necessary we will inform you of this change as soon as possible. If you are responsible for submitting delegate and alternate names during the call for delegates, please consider submitting multiple alternate names so you may have the representation that is entitled to your constituency at the HOD meeting. We appreciate your patience and understanding as we navigate in these uncertain and changing times.

We are depending on the Region Directors, State Presidents, and Committee chairs to solicit and submit agenda items from the members in their respective regions or serving on their committees. Any member of the Society may submit items for discussion or action in the House. The member can then speak to the item personally if he/she is a credentialed member of the House, or through another credentialed member of the House.

Please email your agenda items to both:

**Speaker, House of Delegates**
Joanna Barton  
email: jcbarton@nc.rr.com  
919-264-8707

**Secretary, House of Delegates**
Jerry Santiago  
email: jerry.santiago@fscj.edu  
904-766-6528