

## BOARD OF DIRECTORS NOMINATION PROCESS

Updated July 2018

### **1. Nominating Committee Composition**

- a. The Nominating Committee shall consist of:
  - i. NCSEA Vice President (Chair)
  - ii. NCSEA Past President
  - iii. Three (3) Member Organization (MO) Delegates to NCSEA
  - iv. NCSEA Secretary or Treasurer, whichever term is not expiring that year, as a non-voting member
- b. The three Delegates shall be selected from geographic areas not represented by the NCSEA Vice President to ensure regional diversity of the Committee.
- c. Individual Delegates shall not serve on this committee more often than once every three years.

### **2. Promotion of Nominations**

- a. NCSEA will issue a Call for Nominations via email to all NCSEA Delegates and SEA members of record.
- b. The NCSEA website will support the Call for Nominations and include a nomination form, the criteria for nominations as described below, and the requirements/expectations of NCSEA BOD Members.
- c. The deadline for nominations will be early enough to allow time for additional submissions to be requested if the geographic regions are not properly represented or the Nominating Committee determines that there are not enough qualified nominees for the positions to be filled.
- d. The Nominating Committee will review the nominations received and prepare the slate of BOD candidates from among them.
- e. The Vice President will contact all nominees to inform them of the results.
- f. SEA voting will be concluded before the Summit.

### **3. Approximate Timeline of Nominations**

Issue Call for Nominations	April 1
Deadline for Nominations	May 15
Convene Committee and Solicit Additional Nominations as Required	June 1
Review and Finalize Slate	July 1
Notify Candidates	August 1
MO Voting Timeframe	Two months to two weeks before Annual Meeting
New BOD Announced	At Summit

#### **4. Criteria for Nominations**

- a. The BOD will endeavor to represent the various regions of the U.S. with at least one member each from the Northeast, Southeast, Midwest, West and California, realizing that the four remaining members could come from any of these regions.
- b. In addition to regional representation, NCSEA strives for a diverse BOD to best serve its membership.
- c. The following criteria will be considered in evaluating a nominee's credentials for the NCSEA BOD (in no particular order):
  - i. Formal endorsement.
  - ii. Experience as member or officer of MO BOD.
  - iii. Activity as member or chair of NCSEA committees and subcommittees.
  - iv. Experience, engagement, and level of activity as NCSEA Delegate.
  - v. Experience on other non-profit BOD.
  - vi. Experience and activity as member or chair of MO committees.

#### **5. Recent Delegates on Nominating Committee**

##### 2018

Jesse Burke: SEA of SC

Erik Madsen: SEAoNY

Jason McCool: SEAoAR

##### 2017

Bassem Almuti: SEAMass

Kelly Gardner: SEAOK

Fred Sobottka: SEAoA

##### 2016

Jera Schlothauer: SEAWY

Michael Planer: SEAoG

Bob Durfee: SENH

##### 2015

Erik Madsen, SEAoNY

Jami Lorenz, SEAMT

Fred Sobottka, SEAoA