



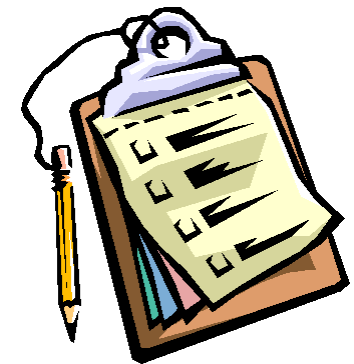
Northeast Region CSI FY 14 Nominating Committee

1st web conference

October 15, 2013

Agenda

- 1. Determine who is representing each of the 15 Chapters on the Nominating Committee (roll call)
- 2. Overview of Nominating Committee Responsibilities
- 3. Overview of Nominee Qualifications
- 4. Establish Timeline for Committee Activities and Future Conference Calls
- 5. Assign Action Items to each Chapter Representative





Committee Members



Chair - Cliff Marvin, NER Sec'y

Appointed by Chapters

Boston – **Howard Levine**

Eastern NY – **Stephen V. H.**

Hartford – **Scott B.**

Housatonic – **Fred Rudiger**

Maine – **Bill Charland**

MetroNY – **William DuBois**

New Hampshire – **Wayne W.**

New Jersey – **Ruma Som**

Rhode Island – **Maria S.**

Worcester – **Marty Helly**

Buffalo

Long Island

Rochester

Syracuse

Vermont

Committee Responsibilities

- **Section 2. Duties**
- **a. Prepare nominations for all Region Officers and for the position of Institute Director.** The Nominating Committee may be assigned other related duties as described in Region Policy
 - The nominating committee shall prepare a list of nominees, showing **at least one qualified name** for each position due to become vacant.

NOW - Institute Director

Spring 14 - **Region Vice President, Region Treasurer**

- **Not more than four** qualified members shall be nominated to the position of Institute Director.
- **Not later than November 1** of the fiscal year that the Institute Director's term ends, the Region secretary shall notify the Institute secretary of the results of the nomination for Institute Director including a listing of names, addresses, email addresses and telephone numbers.

Nominee Qualifications



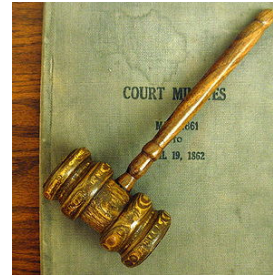
–Bylaws requirement:

Must be a professional member of the Region in good standing.

The newly elected Director's term will begin July 1, 2014 and end June 30, 2016.

The Institute Director's Job

The Institute Director from the Northeast is one member of an eighteen person board that shapes the direction of our Institute, and by extension the progress of our industry. The position provides an experience of leadership at a national level, with all the inherent benefits for personal growth and networking, and the fiduciary responsibilities of overseeing a non-profit corporation



Fulfilling those responsibilities requires 6 or 7 trips a year, usually on weekends, to board and committee meetings, region conferences and the annual convention. The time commitment between the meetings themselves and preparatory work is approximately 200 hours a year. While it is a volunteer position with no financial compensation, there is a budget allocation to reimburse travel expenses



BOARD VOLUNTEER TIME REQUIREMENT

Updated: June 2012

Division of responsibilities may vary. This document is not intended to assign responsibilities - only to provide an estimate of the time required for each position.

Office	Functions/Assignments	Month	Duration (Days)	Hours	Trips
Directors from the Regions	Board Orientation Webinars	May/June		8	
	Board Meetings	Sept/Feb/ June	6	36	3
	Board Webinar Meetings	Jul-Aug Oct Jan Mar-May		15	
	Show/Convention*	September	5	25	1*
	Region Conferences/Committee/Task Team Liaison	Various	8	40	2
	General Liaison Activities	Various	2	15	1
	Teleconferences	Various		18	
	Reading Materials/Prep for meetings	Various		50	
	Liaison to Regions	Various		20	
		Total		20	207
*Strongly encouraged, but not required/funded					

Timeline for Committee Activities

- **SEPTEMBER 1 - OVERDUE** - Identify committee members

FIRST conference call Oct 15th

- Committee orientation and member contact assignments
- By Oct 21 - Committee discussion with each qualified potential candidate

SECOND conference call Oct 22nd

- List of potential candidates and resumes distributed to committee members for discussion. Take action to nominate candidates if possible.

*****Emergency conference call Oct 25 if needed***

- By **Oct 25** - committee to meet and deliberate. Take action nominating at least one person for INSTITUTE DIRECTOR.

Vote during call.

****** Do it over again in January and February for the Region Officer Positions.******



Assign Action Items

- Discuss the position with your chapter board and identify any potential members from within your chapter.
- Contact those members identified to see if there is an interest in serving.
- Primary candidates would be those with leadership experience at the Chapter or Region level, but any member with national leadership potential should be considered.

Contact a NERRD for Advice

Northeast Region Retired Directors

Marty Helly

Edward Healy

Howard Levine

Dennis Pelletier

Richard Eustis

Scott Tobias

George Rosamond

Michael Owen

Thank You!

