

2009 Professional Nurses District 3 CALL FOR NOMINATIONS

(This form may be duplicated)

In accordance with the By-laws, a call for nominations is being issued for elections in 2009 for officers, directors, and nominating committee members of the Professional Nurses Association District 3, covering Chemung, Steuben, Schuyler, and Tompkins Counties.

The Professional Nurses District 3 is searching for nominees for the following positions (Officers are elected for 2-year terms and Board of Directors for 3-year terms):

- President-Elect
- Secretary
- Three members of the Board of Directors
- Three members to the Nominating Committee.

(See page 4 for duties and responsibilities of offices)

- Eligibility:**
1. Current membership (a person who is not a member may be nominated, but must join District 3 in order to be considered for election)
 2. A member may not hold more than one office at a time

The officers and board members meet a minimum of 6 times per year on dates that are set by the Board each year. Meetings are held at a location that is mutually agreed upon by the members. Officers and Board of Director's members are expected to be present at all regular meetings and, if possible, at special meetings that are held at the discretion of the Executive Committee. Anyone seeking office must be a current (dues paying member) of the District.

A signed consent and a brief biography from each nominee must be submitted to the nominating committee and received on or before March 14, 2009. The form below may be duplicated for additional nominees.

Nomination Form

I wish to nominate / run for the Office of _____
(If nominating self, please be sure to include a brief biography)

Name _____

Address _____

Home Phone # _____ Business Phone # _____

Consent to serve. I will serve if elected. _____ Signature

**Mail this completed form (and biography, if applicable) to:
Professional Nurses District 3, Attn: Election Nominating Committee,
P.O. Box 1171, Elmira, NY 14902**

Must be received no later than March 14, 2009

Duties of the offices open for election

President Elect

The President – elect shall:

1. Serve as the Chairperson of the Program Committee
2. Assume the presidency in the elected time frame. President responsibilities include:
 - Preside at all district meetings
 - Serve as an ex-officio member of all committees except nominating
 - Represent the District at the Advisory Council meetings of the NYSNA
 - Serve as a representative of the District at NYSNA conventions and special meetings.

Secretary

The secretary shall:

1. Keep the minutes of all of the meetings of the District
2. Send notices of the time and place of meetings
3. Mail the annual election ballot
4. Notify officers, directors, and committee members of their election or appointment
5. Report to NYSNA the names of District officers to NYSNA
6. Preserve all papers, letters, and transactions of the District Board of Directors.

Board of Directors

The Board of Directors:

1. Transact the general business of the District including the establishment of policy
2. Adopt a budget and authorize payment of legitimate expenses
3. Fill vacancies on the Nominating Committee, the Board, and chair standing committees as appropriate.

Nominating Committee

The Nominating Committee will:

1. Develop a slate of officers to fill vacant positions.
2. Present the ballot to the Board of Directors at the March meeting.
3. Publish biographical data for each nominee.

If you have any questions, please feel free to contact any member of the nominating committee listed on page 2. Elections will be held by mail ballot