



## Board Succession Guidelines

In order for the State Association to continue to provide quality leadership, meet the needs and demands of the membership while fulfilling its fiduciary responsibilities for the Association, succession planning is a top priority. The following is the process established to provide a pipeline of candidates for vacant positions.

- Nominations and inquiries are accepted 365 days a year
- Once a person has been nominated through the membership, board or self nomination, the name and contact information is released to our Governance Chair (hereafter referred to as “the Chair”).
- The Chair then sends the individual information about Board service and schedules a follow up call to the individual. During the call the Chair asks if the individual is interested in Board service and if he/she is willing to be placed in a pool of available candidates for service. No offers are tendered at this time, just an agreement to serve.
- All agreeable candidates are then placed in the pool for consideration when vacancies occur.
- When vacancies occur, the Chair will assess the needs of the Board including skills that will be brought to the Association (attorney, CPA, HR, marketing, etc.), solicit feedback from the Board, re-contact the individual with the best fit to see if they are still interested in service, then create a slate to be presented to the membership at the Annual General Meeting. Part of the Chair’s deliberation is to insure compliance with Bylaws regarding areas to be covered and the 30 day notification requirement.
- Per Bylaw the Association must have representation from 3 areas of the state having each area geographically defined in the Bylaws – east, west and central. As long as these areas are covered, vacancies may be filled from anywhere in the state.