



2023 APPA Elections – Call for Nominations

All active individual, affiliate or agency members are encouraged to nominate individuals to serve the APPA Board for the following positions:

- President-Elect
- Vice President
- Secretary
- Treasurer

According to APPA’s Constitution, Article III, Section 1: “To qualify for a position on the Board, the candidate must be an individual member of the Association in good standing, willing and able to fulfill the duties of the office for which nominated, and be willing and able to serve in the office for the length of time necessary to fulfill the duties of the office.”

You may self-nominate or recommend a colleague. If recommending a colleague, members must include written documentation that this individual has accepted the offer to run for office and is willing to perform the required duties. If a tie between candidates occurs, a run-off vote will be held. Each individual can only be nominated for one elected position. Duplicates will be addressed by the Nominations Committee.

Nominations must be received by February 10, 2023

According to the APPA Constitution, Article V, Section 9: To qualify for elected office in this association, the candidates must be an active individual member in good standing, willing and able to fulfill the duties of the office for which nominated and be willing and able to serve in the office for the length of time necessary to fulfill the duties of the office.

Candidates must provide a photo and biography or statement of fewer than 150 words when submitting their nomination. The schedule below will be followed for the 2021 election.

TIMELINE

FEBRUARY 10	Cut-off date for nominations.
MARCH 6	Nominations Committee presents slate to Board of Directors
MARCH 13	Board of Directors accepts slate
MARCH 15	Ballot sent to eligible voters
MARCH 30	Last day for electronic ballot receipt or postmarked ballots
APRIL 3	Election results certified, candidates contacted, and results released to membership
JULY 1	New members of the Board of Directors installed
AUGUST 1	Completion of orientation for new members of the Board of Directors

All nominations must be submitted by [February 10, 2023](#)

using this online form:

<https://www.surveymonkey.com/r/2023WRCallforNominations>

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POSITION DESCRIPTIONS:

A) President-Elect

The President-Elect shall serve as an aide to the President. They may have duties as assigned by the President, Executive Committee or Board of Directors. The President-Elect shall assume the duties of the President when the President is unable to act. If the President resigns or cannot continue, the President Elect shall take over the term of President. The President-Elect shall assume the duties of the President of the Association on July 1 of each year.

B) Vice President

The Vice President shall assume the general responsibilities as assigned by the Executive Committee or Board of Directors. The Vice President shall coordinate overall Regional Representative and Area Representative activities in furtherance of Association goals and to ensure that the voice of the membership is communicated to the Board of Directors. The Vice President shall act in the capacity of the President should the President and President-Elect be absent.

C) Secretary

The Secretary shall take the minutes for all Executive and Board of Director meetings. They will provide copies of all the minutes upon request. They will act as clerk for the Association should there be a need for a roll call vote.

The Secretary shall be responsible for oversight of all records of the Association with the exception of financial and membership records and shall ensure the proper maintenance of the records of all official meetings of the Board of Directors and Executive Committee. They shall ensure the distribution of special and regular meeting notices and act upon all communications as directed by the President. The Secretary shall ensure all members are provided access to issue papers, position statements, resolutions and constitutional amendments adopted by the Association.

D) Treasurer

The Treasurer, in conjunction with the Association's Finance Committee, shall prepare the annual budget. The Treasurer shall have access to all financial records and shall maintain those records for the Association. The Treasurer shall provide regular financial updates to the Board of Directors. The Treasurer shall assist with the submission of financial records for an external audit when requested.

Length of Term and Limitations:

The offices of President-Elect, Vice President, Secretary and Treasurer shall serve on the Executive Committee for two years per term. The President-Elect shall be limited to one term. All other Executive Committee Members shall be limited to no more than two consecutive terms in the same position and cannot hold two elected positions simultaneously.

Other Board of Director positions shall serve three-year terms in their elected position and shall be limited to no more than two consecutive terms. Partial terms due to an appointment or special election are excluded from calculating term limits