

Board Policy/Resolution on Committees of the Society: Nominating Committee

The CFAW Bylaws say that:

7.2 Nominating Committee.

(a) Members. The Nominating Committee consists of five (5) persons. The Chair shall appoint these members, subject to approval by the Board, at least sixty (60) days prior to each annual meeting of members. To be eligible to serve on the Committee, an individual must be a Regular Member In Good Standing.

In addition, a member of the Committee may not seek election as an Officer or Director during the term of his/her service as a member of the Committee. Otherwise, the provisions regarding committees of the Society set forth below in Section 7.3(c) apply to the Nominating Committee.

(b) Purpose. The purpose of the Committee is to identify and recommend qualified candidates for election as Officers and Directors.

(c) Nominations Procedure. Within ten (10) days of the Committee being approved by the Board, the Committee shall solicit nominations for open Director and Officer positions from all members. The Committee shall review the qualifications of the individuals nominated by members, and prepare a list of its recommended nominees for distribution to the members. In addition, the Committee shall include on the list any nominee who is nominated by a petition signed by at least five percent (5%) of the members entitled to vote.

Term

Committee members shall serve a one-year term. All terms commence July 1 and end June 30, or until a Committee member resigns or is removed by the Board. There are no limits on the number of terms a member may serve. It is preferred that the Committee Chair have previously served at least one year as a member of the Committee.

Meetings

The Committee typically meets twice a year, either in person or telephonically. The first meeting occurs once the Call for Nominations period has closed, in order to review submitted nominations. During this meeting, the Chair will assign Committee members to interview nominees. In the second meeting, the Committee will review and discuss the outcomes of their interviews with nominees and select a slate of nominees via a vote of Committee members. This slate will be presented to CFAW Regular Members in Good Standing via the annual proxy.

Staff Liaison

The CEO/President and other staff members, as jointly agreed to by the Committee and the CEO, shall provide support to the Committee.

Reporting

The Committee Chair is responsible to record the minutes of all deliberations and/or any motions voted on and send these Committee minutes to the Board Chair and CEO within ten business days. It will be the responsibility of the Board Chair and CEO to distribute appropriately. All Committees of the Societies minutes will be received by the full Board at its next meeting as part of its consent agenda. From time to time this Committee may vote to recommend to the Board of Directors a new strategic area of emphasis or new policy statement that guides organization behavior, in which case this approved recommendation will be carried to the Board by the CEO or Board liaison.

Conflicts of Interest

If any member of the Committee and Staff shall have, or appear to have, a conflict of interest that impairs or appears to impair the respective member's ability to exercise independent and unbiased judgment in good faith discharge of his or her duties, he or she shall disclose such conflicts and recuse himself or herself prior to final preparation of final recommendations to the Board of Directors.