



NEW YORK STATE WOMEN, INC.
NOMINATING COMMITTEE - 2012-2013

TO: Executive Committee Members
Committee Chairs
District Directors
Assistant District Directors
Chapter Presidents
Interested Members

FROM: Theresa Fazzolari, Chair, Linda Provo, Co-Chair
Robin Allen, Jan Garvey, Ramona Gallagher - Members
Lois Force, Colleen Tyll - Alternate Members

This year's goal for the Nominating Committee will be to pursue nominations from the entire membership for the 2012-2013 Election. Please take an active interest in mentoring and endorsing prospective candidates for office this year. As committee members, we will provide the needed information to all the members.

Offices for ***President-Elect, 1st Vice President, 2nd Vice President, Secretary and Treasurer*** shall be elected. The following forms are available: Deadlines and Requirements; Campaign Guidelines; Official Data Form for Elective State Office; Consent to Serve.

Contact Information:

Theresa Fazzolari, Chair
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Colleen Tyll
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NEW YORK STATE WOMEN, INC.

CONSENT TO SERVE

(All candidates **must** sign this form)

The duties of an elected officer of New York State Women, Inc. include attendance at a minimum of four Executive Committee meetings a year; four board meetings, including the pre-conference and post-conference meetings at the annual conference, and Fall and Winter Board meetings. Elected officers are also asked to serve as State Representatives to the Fall and Spring Region meetings.

I consent to serve as a State Officer if elected. I assert that I am able to give the required time to the duties of such an office, and can foresee nothing in my health, personal or business affairs to prevent my serving.

I heartily support the goals and objectives of New York State Women, Inc.

Signature

Printed Name

Date

Please return this form together with the Official Candidate Data Form
for Elective State Office (Nominating Form) to:

Theresa Fazzolari
New York State Women, Inc.
Nominating Committee Chair
141 Dover Green
Staten Island NY 10312

Completed forms must be postmarked no later than March 15th, 2013.



NEW YORK STATE WOMEN, INC.

OFFICIAL CANDIDATE DATA FORM FOR ELECTIVE STATE OFFICE

The _____ Chapter of New York State Women, Inc. endorses (Name of Person) _____ for New York State Women elective office of _____.

Signed: _____ Date _____
Chapter President or Recording Secretary

PERSONAL DATA:

Name: _____

Address: _____

Telephone: () _____ - _____ Email: _____

Business or Profession: _____

Current NYS Women, Inc. Office (if any) _____

Please describe the following in narrative form not to exceed 300 words.

- Positions Held (State, Region, Chapter) Include dates in which these Offices and Chairs were held
- Achievements in New York State Women, Inc.- briefly state outstanding accomplishments while an Officer and/or Chair
- Business or Professional Experience - Include current position (give title or describe briefly), former positions and outside activities

Deadlines

The **Consent to Serve Form** and the **Nominating Form** must be returned to the Nominating Committee Chair (Theresa Fazzolari) postmarked no later than **March 15th, 2013**.

As Nominations can be made from the floor of the Annual Conference during the first business session, completed **Nominating Forms** and **Consent to Serve Forms** along with verification that a candidate is a member in good standing, must be presented to the Nominating Committee Chair **before** the first business session is called to order.

Consent to Serve

Proposed or endorsed candidates must sign and return this form declaring their commitment to elected office and their public support of the Legislative Platform.

Official Candidate Data Form for New York State Elective Office – also known as – Nominating Form

This form must be returned with the **Consent to Serve Form**. Proposed or endorsed candidates must be members in good standing and qualified in accordance with the New York State Women, Inc. Bylaws. A narrative and photo must accompany the Nominating Form.

The Nominating Form requires the signature of a Chapter President or Recording Secretary. Keep in mind that this form must specify the office for which the candidate is proposed or endorsed and no Chapter can propose or endorse more than one candidate for a particular office in a given year.

Candidate photos will be used in NIKE (preferably Black and White) and at the Annual Conference. Photos may also be used in the Communicator and posted on the New York State Women, Inc. website. Photos will be returned upon completion of the Annual Conference.

Collective Information

No member can be a candidate for more than one office
Candidates must abide by the Campaign Guidelines

All New York State Women, Inc. Board of Directors members (Elected Officers, Region Directors, Standing Committee Chairs) are required to have served as Chapter President for one year.

- Candidates for **President-Elect** and **First Vice President** must have served two years on the New York State Women, Inc. Board of Directors
- Candidates for **Second Vice President** must have served one year on the New York State Women, Inc. Board of Directors
- Candidates for **Secretary, Treasurer** must possess skills commensurate with the responsibilities of their office, and must have served as Chapter President

The Nominating Committee will review all candidate proposals, endorsements and qualifications. Consideration to State geographical location of candidates will be given.



Responsibilities of Elected Officers

This information may be found in the New York State Women, Inc. Bylaws as well as the Manual of Instruction. Please feel free to contact any Nominating Committee member with questions, requests for information or nominating forms.

Campaign Guidelines

A candidate's expenses should not exceed \$500. The candidate will submit a statement of expenses incurred, to date, to the Nominating Committee Chair prior to the New York State Women, Inc. Pre-Conference Board meeting. The final report of total expenses may be submitted by the close of the Conference.

Only one (1) paid ad per candidate may be placed in NIKE – said ad may be up to one full page.

Pictures and biographies of all candidates shall be posted in a designated area of the Conference Center provided by the Nominating Committee.

The Nominating Committee Chair is to be given evidence that the candidate is a member in good standing for the year in which the candidate is running after May 1st but before the Pre-Conference Board Meeting (see note below).

The Nominating Committee Chair must publicly verify that the candidate is present at the first business session as this is the time and place that members will be given the opportunity to question the candidates on the issues.

Informal social visits with candidates may occur at a reception. The cost of the reception must be considered as part of the candidate's \$500 campaign fund.

NOTE: Evidence of membership in good standing as of the day of Conference shall be verified.