

## MaMHCA Board Officers Election Process

### What you Need to Know

#### What MaMHCA's Bylaws Say:

**5.2 Election.** The Board of Directors shall prepare an official slate of nominees for the positions of President-elect, Secretary and Treasurer, and for President, when necessary. This Committee shall take into consideration the individual's qualifications for office, geographical location, the nominee's fields of interest and have the nominee's consent.

**5.2.1 Nominations.** The Board of Directors shall prepare an official slate of nominees for the positions of officers when necessary. This Board shall take into consideration the individual's qualifications for office, geographical location, the nominee's fields of interest and his/her consent.

- The names shall be submitted no later than April 1.
- The names for nomination shall be solicited electronically via web-site and e-mail from the general membership prior to the committee's preparation of a slate and submitted to the committee electronically.
- The slate of officers prepared by the committee shall be circulated among the general membership electronically two weeks in advance to the election at the Annual (Board) Meeting held in May.

**5.2.2 Voting:** The slate of nominations can be elected as one at a board meeting prior to the beginning of the next fiscal year, which begins annually on July 1. Should it become feasible,

- a formal ballot can be mailed (USPS or electronically) to the membership at least three (3) weeks prior to the designated deadline.
- Ballots will be tallied by the Executive director and the Board of Directors and the results made public at the annual meeting of the Corporation.

#### The Process:

- 1) A Call for nominations will be officially made via an official MaMHCA electronic notice
- 2) You will only be considered if you are a MaMHCA Member in good standing, have filled out the MaMHCA Nominations Application, and successfully submitted it to the Chair of the Nominations Committee (Past President)
- 3) You must also submit a picture of yourself that will be used for voting purposes along with a 500 word candidates statement. The Candidate's Statement should discuss a brief summary of who you are, your experience and goals you wish to accomplish. The maximum word count is 500. Anything above that will be cut off, so please do not go over
- 4) Once all of the applications have been collected, a candidate slate will be developed by the Nominations Committee and submitted to the Board for approval by no later than April 1<sup>st</sup>.
- 5) Once the slate is approved an electronic ballot will be created and sent to all MaMHCA members for voting using the timeline established in the MaMHCA bylaws as stated above.
- 6) The President and ED will call all candidates with the results in a timely manner

**Dos and Don'ts:**

- You can campaign and canvas as a candidate for office
- You cannot use any type of MaMHCA resources for campaign reasons. This includes, but not limited to;
  - writing articles in the MaMHCA newsletter for the purpose of discussing your campaign or desired position to hold office,
  - use workshops, or those attending workshops to discuss your candidacy before, during or after a workshop, meeting, or event.
  - Use MaMHCA materials including copiers, emails, listserves, phones or facilities, etc to conduct campaign business.
  - Use your current MaMHCA standing or position to coerce members to vote for you.