



BLACK EDUCATORS' ALLIANCE OF MASSACHUSETTS, INC.

*P.O. BOX 191014
Boston, Massachusetts 02119*

Dear Members, Friends and Colleagues,

CONGRATULATIONS ARE IN ORDER!!!!

Johnny McInnis has been elected by the Boston Teachers Union membership to serve in the Office of Political Director. Our best wishes are extended to Johnny in this critical new role within the union. Our sincere thanks are in order for his years of service as BEAM's President for the past four years.

ELECTION OF OFFICERS

The Black Educators' Alliance of Massachusetts is holding elections on **October 17, 2017** for the offices of President, Vice President, Treasurer, Recording Secretary, Corresponding Secretary and Parliamentarian. A nominating Committee has been appointed by out-going President Johnny McInnis. **BEAM's Nominating Committee is seeking candidates who are interested in serving in the aforementioned offices.** Nominations can be submitted to the attention of Nora Toney at tnora536@gmail.com. The Nominating Committee will consider all nominations and recommend a slate of officers to the membership for its consideration at the October Membership Meeting.

This election is extremely important given the political climate in which we are operating, the attacks on public education, on our communities and our youth. We seek a strong, energetic, committed, focused team of officers to lead our organization. If you are interested, please do not hesitate to contact us. We welcome any questions or recommendations you may have.

Respectfully,
The Nominating Committee

Note: For additional information, please see enclosed Duties and Responsibilities of BEAM Officers.

President: Johnny McInnis • ***Vice President:*** Adrienne Level • ***Treasurer:*** Nancy Dickerson
Parliamentarian: Robert L. Marshall • ***Recording Secretary:*** Cynthia Grant-Carter



Duties and Responsibilities of BEAM Officers

President

- Serves as the chief executive officer of BEAM
- Presides over meetings of the Membership and the Executive Committee
- Serves as the spokesperson for BEAM
- Represents BEAM in organizations and events
- Provides reports to the Membership and the Executive Committee on BEAM activities.

Vice President

- In the absence or inability of the President, the VP serves as the acting President
- When designated by the President, represents the President and BEAM
- Coordinates the work of the Standing Committees
- Ensures that Standing Committees are operating and performing their responsibilities

Treasurer and Assistant Treasurer

- Serves as the principal financial officer of BEAM
- Has custody and control over all funds of BEAM
- Maintains full and adequate accounts of all moneys received and paid
- Coordinates the development of annual budget for BEAM
- Prepares and presents regular reports to the Executive Committee
- Prepares timely reports as required to external agencies, including the IRS and other auditing agencies

Recording Secretary and Assistant Recording Secretary

- Serves as the principal recording officer of BEAM
- Records and maintains minutes of Membership and Executive Board meetings
- Presents minutes at Membership and Executive Board meetings
- Serves as the clerk for BEAM in filing annual reports with the Secretary of State

Corresponding Secretary and Assistant Corresponding Secretary

- Serves as the principal corresponding officer of BEAM
- Sends and receives correspondence on behalf of BEAM
- Mails and emails announcements of Membership and Executive Board meetings
- Maintains mailing and email lists of members

The Parliamentarian

- Advises the President on interpretations of the By-Laws and Roberts Rules of Order