



The National Recreation and Park Ethnic Minority Society (NRPEMS) is seeking dedicated officers for the 2017-2019 year; our 2017 incoming President is Mr. Cordell Wiseman from Minneapolis, Minnesota. The positions open for nomination are: President –Elect, Secretary, Treasurer, Chaplain, Regional Representatives and At-Large Board Member. All duties are listed below:

President-Elect

The President-Elect shall assume the duties of the President in his/her absence. The President-Elect shall assist the President whenever delegated to do so. The President-Elect shall automatically become President in the event of vacancy in the office of the President. The President-Elect shall serve on the membership committee. The President-Elect shall serve as chairperson of the Public Relations/Publicity Committee and as editor of the Grapevine publication. The term of *president-elect* office shall be two (2) years and may be reappointed or re-elected with a consecutive maximum of two (2) terms. The Board of Directors shall have the power to fill offices that become vacant during such term.

Secretary

The Secretary shall be responsible for keeping accurate records of all meetings, correspondence, minutes of NRPEMS and the Board of Directors, and other duties as assigned by the President. The Secretary shall forward minutes of the business conducted during the annual and mid-year business meetings to the President and President-Elect within sixty (60) days of such meetings. The term of *secretary* office shall be two (2) years and may be reappointed or re-elected with a consecutive maximum of two (2) terms. The Board of Directors shall have the power to fill offices that become vacant during such term.

Treasurer

The Treasurer shall be the fiscal agent for NRPEMS and shall operate as authorized by the Board of Directors. The Treasurer shall be responsible for maintaining all financial transactions and records for NRPEMS. The Treasurer shall cause the financial transactions and records of the Society to be audited per generally accepted accounting practices within sixty (60) days after the annual meeting. The auditor's report will be distributed to the board within 30 days of completion of the review. The Treasurer shall prepare the annual financial report for the general membership meeting. The Treasurer shall advise the Board of Directors on the finances, present and projected, of the Society at all meetings of the Board. The Treasurer shall be responsible for the collection of all Society dues and affiliation fees. The term of *treasurer* office shall be two (2) years and may be reappointed or re-elected with a consecutive maximum of two (2) terms. The Board of Directors shall have the power to fill offices that become vacant during such term.

Chaplain

The Chaplain shall conduct memorial services and other duties designated by the President. The *Chaplain* shall also serve as Chairperson of the Necrology Committee. The term of treasurer office shall be two (2) years and may be reappointed or re-elected with a consecutive maximum of two (2) terms. The Board of Directors shall have the power to fill offices that become vacant during such term.

Regional Representatives

Eight (8) members of the Board of Directors shall be elected to provide regional representation and shall serve a two (2) year term of office. Regional representation shall be based upon those regions as designated by the National Recreation and Park Association (NRPA). If a regional candidate cannot be identified, a person residing in **another** region may serve.

Southern Region – Florida, Tennessee, Alabama, Mississippi, South Carolina, Kentucky

Mid-Atlantic - District of Columbia, Maryland, North Carolina, Virginia, Delaware, West Virginia

New England - Rhode Island, Massachusetts, Connecticut, New York, New Jersey, Pennsylvania, New Hampshire, Vermont, Maine

Pacific Northwest – Washington, Oregon, Montana, Idaho, Wyoming

Pacific Southwest – Arizona, California, Nevada, Hawaii

Great Lakes Region - Michigan, Illinois, Ohio, Wisconsin, Indiana

Midwest Region – Missouri, Kansas, Iowa, Wisconsin, Nebraska, North Dakota, South Dakota, Colorado, Minnesota

Southwest Region – Texas, Oklahoma, Arkansas, New Mexico, Louisiana

At-Large Board Members

The duty of the Board of Directors shall be to establish policies to conduct the business of the NRPEMS. All matters pertaining to NRPEMS shall be referred to it. Four (4) members of the Board of Directors shall be elected at large, and shall serve a two (2) year term of office.

Guidelines

Please submit **All** nominations by the deadline of **Monday, July 31, 2017**.

All nominations submitted by email to tiffany.johnson@seattle.gov must be received by 12am midnight Pacific Time.

Nominations mailed through the United Postal Services (UPS) must be **postmarked by Monday, July 31, 2017**. Please mail to the following address:

Tiffany Johnson
4209 W. Marginal Way SW
Seattle, WA 98106

Please submit all nominees on the nomination form.

If additional information is needed, please contact Bernita Reese at 202-423-6203 or at tiffany.johnson@seattle.gov



**Board of Directors and Officers
Nomination Form
2017**

Nominee's Information

Name _____ Home Phone _____

Home Address _____

Work Address _____

Occupation/Title _____

Employer _____

Email Address _____ Cell Phone _____

NRPEMS Membership: _____Lifetime _____Annual (current)

Nominated for the position of: (Check position **and/or** fill in region or officer title)

Board Member _____ Regional _____ At Large _____
(Title or Office) (State/Region)

Nominator's Information (if not nominee)

Name _____ Home Phone _____

Home Address _____

Work Address _____

Occupation/Title _____

Employer _____

Email Address _____ Cell Phone _____

NRPEMS Membership: _____Lifetime _____Annual (current)

Statement indicating why this nominee would be an asset on the Board: (Please attach a separate sheet (no more than 500 words) to indicate the value your nominee will bring to NRPEMS).

Submitted by _____ **Date** _____