**Calling All Members**



**Election Nominations**



**WE NEED YOU!**

**Submission of Nominations**

**The officers of MNSPA are responsible to the Board of Directors and to the membership for the enforcement of the Bylaws. Officers and Executive Board Members are expected to attend a minimum of six meetings a year or 80% whichever is less.**

1. **Complete Nomination Application**
2. **Complete the MNSPA Consent to Serve form.**
3. **Please send your nominations to info@mnspa.org by Monday, November 13, 2023.**
4. **You may nominate yourself or another individual.**
5. **Nominations will be verified with interested individuals who want to run for office.**
6. **A voting survey will be sent out on the morning of Wednesday, November 15th, 2023, with voting closing at 12 p.m. noon on Monday, November 27th, 2023.**
7. **Election winners will be announced at our holiday meeting on December 6th, 2023.**

**Executive Board Member: Serves 2 Years**

**Qualification:**

**Must be a voting MNSPA member in good standing and dues must be current.**

**Must be a member of the current affiliating organization – HSPA**

**Must carry HSPA certification, CRCST or CCSVP.**

**Duties of the Executive Board Member:**

* **Help establish the direction of the organization.**
* **Participate in organization projects.**
* **Act as liaisons between the membership and the board.**
* **Participate as committee chair as determined by board.**

**Treasurer: Serves for 2 years**

**Qualifications:**

**Must be a voting MNSPA member in good standing and dues must be current.**

**Must be a member of the current affiliating organization – HSPA**

**Must carry HSPA certification.**

1. **Duties of the Treasurer:**
2. **Keeps all financial records of MNSPA, including bank statements and cancelled checks.**
3. **Reports the financial status of MNSPA at each meeting.**
4. **Submits financial statement for audit by the Executive Committee at the end of the business year.**
5. **In the second year of office, represent MNSPA at HSPA annual meeting at the expense of MNSPA, providing funds are available.**
6. **Serves as good-will liaison for MNSPA matters relating to the well-being of members and reports activities at meetings.**
7. **Maintains membership records, provides Executive Committee with current listing by category prior to each annual meeting.**
8. **Assures that all board members are members in good standing of the affiliating organization.**