Dear CFANPC Members,

It’s time to begin the CFANPC election process and we are now accepting nomination for leadership positions!!!! In order to be considered for office, you need only be a member of the CFANPC in good standing and possess a Florida Advanced Practice Nursing License.

Nominations for elections will be accepted from July 18, 2013 through September 19, 2013. If you are interested in being considered for a position, please submit your contact information to any of the current CFANPC board members or e-mail to our President: Clelia@clelialima.com. After all nominations have been submitted, the candidates’ bio will be posted on the CFANPC website for review and vote and a ballot will be prepared for the elections which are scheduled to take place during the business portion of dinner meeting on November 21st. Your involvement is critical to the CFANPC’s continued growth and we look forward to your active participation in our organization.

If you desire more information about any of the positions open for election please see attachment or review our Bylaws. Also, feel free to contact us.

Sincerely,

CFANPC Nominating Committee

The offices which are open for nominations include:

1. Vice President (President-elect)
	1. The Vice President shall:
		1. Assume the duties of the President by presiding over meeting and maintaining and reviewing bylaws should the president be absent or unable to serve.
		2. Assume other duties as assigned by the President.
		3. Assume the office of President at the end of their term
2. Secretary-elect
	1. The Secretary-elect shall:
3. Perform the Secretary’s duties, keeping the minutes of all meeting and conducting all correspondence in his/her absence or as needed
4. Assume other duties as assigned by the Secretary
5. Shall assume the office of Secretary at the end of the term.
6. Treasurer-elect
	1. The Treasurer-elect shall:
		1. Assist the Treasurer in overseeing the accounting procedures for the handling and the disbursing of funds and preparing a financial report at each executive meeting should he/she be absent or unable to serve
		2. Assume other duties as assigned by the Treasurer
		3. Assume the office of Treasurer at the end of their term.
7. Nominating Committee Chair
	1. The Nominating Committee chair shall:
		1. Prepare a slate of nominees for elected offices
		2. Collect the nominees bios for placement at the CFANPC website
8. Membership Committee Chair
	1. The Membership Committee Chair shall:
		1. Assure all paid members meet the qualifications for membership and are eligible to attend meetings as designated by invitation availability.
9. Hospitality Committee Chair
	1. The Hospitality Committee Chair shall:
		1. Promote the growth of the Council’s membership.
		2. Assist with Membership meetings sign in table and distribution of meeting materials.
10. Education/Program Committee Chair
	1. The Education/Program Committee Chair shall:
		1. Arrange for speakers for the membership meetings, including assistance with venue, invitations, and sponsors.
11. Website Committee Chair
	1. The Website Committee Chair shall:
		1. Publish quarterly newsletters
		2. Assist with CFANPC site enhancement and maintenance
12. Legislative Committee Chair
	1. The Legislative Committee Chair shall:
		1. Serve as a liaison between the Florida Nurses Association and the CFANPC.
		2. Attend legislative meetings periodically and provide current legislative issues to the members.
13. Scholarship Committee Chair
	1. The Scholarship Committee Chair shall:
		1. Coordinate the selection of the individuals to be awarded according to the Executive Board decisions.
		2. Revise criteria, policy, and procedure for the scholarship to be voted by members periodically.