**Vermont Nurse Practitioner Association**

**For questions or interest please contact:**

**Megan O’Brien**

mlobrienRN@comcast.net

**SPRING 2022 Election Cycle:**

1. President (2 year term)
2. Secretary (2 year term)
3. Directors- up to 3 (2 year term)
4. Student- up to 2(2 year term)

**Elections:**

The members shall elect the directors and officers at elections to be held within 30 days of the annual meeting (April 28, 2022) and no later than June 1st, 2022. (Bylaws, page 4). All voting for election of officers or directors shall be conducted electronically through the Association’s website, and all notices to members related to elections shall be provided electronically in the same way (Bylaws, page 5).

The Board has general responsibility for the overall management and operation of the Association including control and management of the assets and property of the Association; entering into contracts for the Association; developing and implementing an annual budget; and oversight of all legislative, educational, and public relations activities. (Bylaws, page 5)

**Board Composition:**

* 11 members (4 officers, 7 directors) + up to 3 student members
* Board positions are not compensated
* Start of Term is June 1st
* Minimum of 4 meetings per year and as needed –majority of meetings over electronic format
* All board members must be full members of VNPA

**Terms of Office:**

* 2 years or until the election and assumption of their successor
* Maximum 2 consecutive terms in same office, then minimum 2 years off

(Bylaws, page 11)

**Board Directors at Large**

* Must serve on at least one committee
* Attend and participate in board meetings (in person or by zoom)
* A Director may be asked to resign following two (2) unexcused consecutive absences from regularly scheduled Board meetings.

(Bylaws, page 7)

**Board Officers:**

**President-** **readily available by electronic communication**

* Serves as the general representative and liaison of the Association
* Presides over all meetings (general membership and board of directors)
* Voting member of all committees
* Appoints committee members in conjunction with nominating committee
* Presents annual report at Annual Meeting to membership
* Serves as liaison member to Vermont State Nurse’s Association

(Bylaws, page 9)

**Vice-President**

* In the absence, incapacity, or inability of the President to perform his/her duties, will exercise the power of the office of the President.

(Bylaws, page 9)

**Secretary- readily available by electronic communication**

* Responsible for creation, maintenance, and preservation of all records

Meeting minutes

Notices

Membership list

Formal communications

* Responsible for dissemination of information and notices using email and website
* Additional duties as requested by the Board of Directors

(Bylaws, page 10)

**Treasurer**

* Responsible for all records related to the financial operations of the Association, subject to control of the Board of Directors.

Member dues

Fund-raising proceeds

Disbursement of funds of the Association

Preparation of Annual budget for review by Board of Directors

(Bylaws, page 10)

Vermont Nurse Practitioner Association, Inc. Bylaws. Amended: March 27, 2014.

<https://vtnpa.enpnetwork.com>

**Student Member**

* Must be currently enrolled in a NP program in Vermont, or be a resident of Vermont enrolled in an out-of-state NP program
* Participate in committee work and meetings as non-voting member
* Must be a student member of the VNPA