It’s that time of year again – Nominations Needed!

Help Wanted. Officers Needed!

“Laughter Is Timeless, Imagination Has No Age and Dreams Are Forever.” – Mickey Mouse

The Chapter is looking for members to fill one of the open positions on the Executive Board. This year we will be filling the positions of Vice President and Treasurer. It’s a very rewarding experience and remember, folks – this is YOUR chapter and it can’t run efficiently without your help.

Vice President
The Vice President shall serve as the Regional Conference Committee coordinator and report to the President, the Awards and Scholarship Committee Chairperson, shall assume the duties of the President at meetings and events in the absence of the President, and perform such duties as assigned by the President. This board position requires a 3-year commitment; a one-year term as Vice President from January 1, 2019 through December 31, 2019; followed by a one-year term as President from January 1, 2020 through December 31, 2020 and finally a one-year term as Immediate Past President from January 1, 2021 through December 31, 2021.

Duties and Responsibilities:
• Shall be responsible for assisting the President in the planning, development and logistics of the annual Regional Conference.
• Shall be responsible for the development and administration of procedures, criteria and final selection of recipients for the Chapter Buyer and Manager of the Year and scholarship awards.
• Serve as an advisor to other committees, as applicable.
• Perform the duties of the President in the absence of the President.
• Accepts special assignments from President when called upon to do so.
• Assist newly elected Officers and Directors when needed.
• Responsible for supporting the Executive Board and for representing the Chapter in a professional manner at all times.

Treasurer
The Treasurer shall be responsible for the accounting of the funds of the Chapter, shall maintain complete and accurate records of receipts and disbursements, and shall render a true and complete written report relative to the affairs of the office at each Board of Directors and Chapter’s scheduled meetings. The Treasurer shall prepare and sign all Chapter checks. Treasurer shall serve for a term of two (2) years from January 1, 2019 through December 31, 2020.

Duties and Responsibilities:
• Maintain a complete and accurate record of all Chapter receipts, expenditures, and reimbursements.
• Prepare financial reports and distribute at each Board meeting.
• Maintain responsibility for Chapter checking account, keeping it balanced and in a secure place.
• Complete and file various financial and operating reports.
• Perform other duties as required and directed by the President or the Executive Board.
• Represent the Chapter in a professional manner at all times.

Nominations will be received up through the end of the Chapter Business Meeting on September 11, 2018. Voting will take place during the first week of October 2018 and the new officers will be announced at the Regional Conference on October 18, 2018 and will take place via the AZNIGP website. You must be an active, up to date paid member as of August 31, 2018 to vote.

Interested candidates should contact Susanna Hernandez at shernandez@valleymetro.org or Kristy Garcia at kristy.garcia@MesaAZ.gov with any questions. The AZNIGP Officer Nominating form is available on the chapter website.