

2024 NEAOHN Call for Nominations. November 12, 2024

NEAOHN Open Positions for Term: January 2025-2027

Eligibility: Active or Retired NEAOHN members in good standing

We are accepting nominations for two open positions now available on the NEAOHN board of directors as described below.

Candidates have 30 days to submit a short biographical statement that includes Position you are applying for, past experience in local, state, regional or national chapter professional organization, brief work history and reason for applying for position.

In lieu of vote at annual meeting which occurred a few weeks ago, we will prepare a ballot for electronic voting.

Please send your nomination to Lindeloo@hotmail.com

Position: Vice President:

1. In the absence of the President, assume the duties of that office
2. Succeed to the office for the un-expired term in the event of a vacancy in that office
3. Work with the President and Board to update the NEAOHN Bylaws as needed
4. Assume other duties assigned by the bylaws or standing rules or the Board of Directors
5. File necessary paperwork to ensure ongoing incorporation status of organization unless task is assigned to a Certified Public Accountant or responsible party. (This is currently the case in NEAOHN)

Additional Responsibilities:

Attend Board Meetings virtually (4-6 per year including annual conference)
Attend annual conference if possible in person.

Position: Secretary:

1. Responsible for the preparation of the minutes for all meetings of NEAOHN and the Board of Directors
2. Maintain a copy of the bylaws
3. Custodian of all records and property, except that which is specifically assigned to others
4. Conduct general correspondence
5. Working with the Executive Director:
 - a. Send notices of regular and special meetings in accordance with these bylaws
 - b. Prepare any special notices to go forth with the call to the annual meetings
 - c. Notify members of the election or change in officers within 30 days
6. Manage the Annual Medique Award Selection in coordination with the Annual Conference

Additional Responsibilities:

Attend Board Meetings virtually (4-6 per year including annual conference)
Attend annual conference in person if possible.

If you have any questions, please reach out to Gail Carchietta, President NEAOHN:
gcarchietta@gmail.com

[Link to Bylaws:](#)

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<https://neaohn.nursingnetwork.com/bylaws-and-meeting-minutes/213001-bylaws-from-03-18-2019>