

NOMINATING COMMITTEE

PREAMBLE

1. The Committee is advisory to the Board of Trustees.
2. The Committee is open to all members in good standing and will be composed of a chairperson, volunteer members with an interest in this particular area, and a board liaison. The Committee will have a minimum of three members, excluding the Board liaison. (CG By-Laws, Article VI, #6, Committees of the Board.)
3. The Committee Chairperson is approved by the Board and will serve for a two year time period beginning after the August Board meeting.

DUTIES

1. Recruit members in good standing to serve on the Board.
2. Develop and distribute a “nomination application form” to those interested in serving on the Board.
3. Prepare a slate of nominees for submission to the Board at the study session prior to the mailing of the ballots, including a brief biographical statement written by each candidate which sets forth information by which members may judge the prospective candidate’s qualifications. This statement should include a comment on current Cape George issues and should not exceed 100 words.
4. Keep written minutes of all meetings and present oral and written reports to the Board when appropriate. The Committee Chairperson or designee will submit an annual written and oral report at the CG Annual Membership meeting.
5. The Committee will meet at least two times each calendar year or as necessary.