Greetings NCRID Voting Members,

The 2018 NCRID Conference will host the annual membership meeting in which election for our Board of Directors will be determined. Nominations for the positions of President, Vice-President, Secretary and Treasurer may now be submitted.

In accordance to the Bylaws, this letter to membership is the call for nominations stating and describing the duties of the office open for election. Nominations for the Executive Board positions may be received by the Board of Directors at any time prior to balloting.

To be considered for an Executive Board position, the nominee must be meet these qualifications:

* A member in good standing of RID and NCRID
* Must have been a member in good standing for at least two (2) consecutive years immediately prior to candidacy
* The President of NCRID must physically reside in the State of North Carolina during his/her term of office
* Candidates must provide:
  + a letter of intent stating qualifications and desire to serve the term of two (2) years
  + Two references from NCRID members

Any member in good standing with RID and NCRID may nominate candidates as long as qualification requirements are met.

The duties of the officers as stated in the Bylaws are as follows:

**President:**

* The President shall have general supervision and direction of the business and affairs of the Corporation. S/he shall preside at all meetings of the members and /or directors and shall have other such duties as may be prescribed, from time to time, by the Board of Directors.
* The President shall appoint such committees as may be provided for in the Bylaws and following the appointment procedures in Article VIII, Section 3, and may create such other committees as may be mandated by the membership or may be deemed necessary in promoting the purposes of the Corporation.
* The President shall represent the Corporation in all activities except those expressly prohibited by law, by the Articles of Incorporation, or by these Bylaws.
* The President shall provide reports to the membership, as appropriate, including the actions of the Board, the financial status of the Corporation and activities of all committees.
* The President shall serve as a member of the Executive Committee.

**Vice-President:**

* In the event of the absence or disability of the President, the Vice-President shall perform all duties of the President and in so acting shall have all the powers of the President. The Vice-President shall have other such powers and perform such duties as may be prescribed, from time to time, by the Board of Directors.
* The Vice-President shall supervise the records pertaining to the membership of the Corporation. The duties of this office shall include outreach activities to recruit new members for NCRID.
* The Vice-President shall serve as a member of the Executive Committee.

**Secretary:**

* The Secretary shall keep a full and accurate record of the proceedings of the Board of Directors, shall keep the logo of the Corporation and affix it to such papers and instruments as may be required in the regular course of business, shall make service of such notices as may be necessary and proper, shall supervise the keeping of the records of the Corporation, and shall discharge such other duties of the office as prescribed by the Board of Directors.
* The Secretary shall serve as a member of the Executive Committee.

**Treasurer:**

* The Treasurer shall supervise the receipt and safekeeping of all funds of the Corporation and deposits that may be designated by the Board of Directors. Those funds shall be paid out only on checks of the Corporation signed by the President, Treasurer or by such other officers as may be designated by the Board of Directors.
* The Treasurer shall serve as a member of the Executive Committee.
* The Treasurer shall preside as Chair of the Financial Committee.

More in depth details regarding the Board of Directors composition, powers and duties stated in the NCRID Bylaws can be accessed at [www.northcarolinarid.org](http://www.northcarolinarid.org) under Helpful Links, “NCRID Bylaws.”

Nominations for said positions may be submitted to:

**2018 Nomination Committee at** [**easternncrid@gmail.com**](mailto:easternncrid@gmail.com)

**Subject line: 2018 NOMINATION**

**Deadline: May 1, 2018**

Respectfully,

Renee J. Moore

NCRID Eastern Regional Committee Representative

2018 Nominations Chair

Call for nominations submitted: February 22, 2018