

CUE Board of Directors Nomination Procedure

Nomination Information

The call for Board of Directors nominations is open July through December of each year. All nomination materials must be received by CUE by December 15 in order to be considered for candidacy in the election. The Nominating Committee then reviews all complete nominations and candidates are selected. An online ballot will be made available to all current members from April 1 through the last Tuesday in April. Election results are announced in the Summer issue of *OnCUE*.

The nomination process is simple. CUE members can be nominated in either of two ways:

- By your affiliate (a letter of nomination is required from your CUE affiliate's President).
- By five current members of CUE (each must write a separate letter of nomination).

Nominees must complete their nominations by submitting all of the following:

- A "letter of intent" which indicates a willingness to serve;
- A 250-word statement which supports your candidacy (this statement will be used in the ballot sent to members);
- 50-100 word bio.
- A print quality color photograph (hi-res digital version ideal).

A candidate for the Board of Directors of CUE, Inc. shall be:

- A current member of CUE, Inc. with significant service to the organization or one of its affiliates
- Prepared to contribute a significant amount of time and effort to further the goals of the organization
- Willing to commit her/himself to a three-year term of office
- Free of significant conflicts of interest that might not allow the proper execution of the duties of a member of the Board of Directors.

Two ways to submit:

1. Mail completed nomination packets to CUE, Inc:
Board of Director Nominations
877 Ygnacio Valley Road, Suite 104
Walnut Creek CA 94596
2. Fax: 925.934.6799

CUE BOARD NOMINATIONS/ELECTIONS

Timeline 2010-2011

August	<i>OnCUE</i> journal ad notifying members of election timeline and process, and calling for nominees.
August-October	Solicit potential candidates from affiliates and general membership. Online nomination process opens.
December 15	Nomination materials due through the CUE website from all nominees and affiliates. Online submissions will be accepted only.

December/January	Nominations Committee meets to select candidates. Chair reports results of nomination process to Executive Director and Board.
Annual Conference (March 17-19, 2011)	Nominees introduced; outgoing Board Members recognized at Annual Conference.
April 1, 2011	Online ballot available to all members.
Last Tuesday of April (April 28, 2011)	Election ends; online ballot closes at 5:00 pm.
May	Nominations Committee meets to verify ballots and those elected; candidates and members elect are notified of results.
June	Members elect are announced online and in the <i>OnCUE</i> journal.
July 26-27, 2011	Board Retreat – new members begin three-year terms.