

Nominating Committee of the ECBT

General Description

- Committee is a standing committee of the ECBT
- Number of members is 3. Committee consists of the 3rd year EC & BT, and the Chair of the Council's Nominating Committee. The chair is the 3rd yr BT

Principal Activities

Nominates certain officers: Secretary, Treasurer, Associate Treasurer, and Associate Secretaries. The nominations are submitted to the ECBT and then to the Council for approval.

1. Associate Secretaries: This Committee evaluates current Associate Secretaries and receive recommendations about these positions. It should consult the Secretary about these appointments. It should report on its recommendations for reappointments to the November ECBT for forwarding to the January Council meeting a full year before the term expires.

2. Associate Treasurer: When considering the Associate Treasurer position, the Committee is augmented by the Treasurer. This augmented Committee evaluates the current Associate Treasurer and receives recommendations about this position. It should report on its recommendations for reappointment to the November ECBT for forwarding to the January Council meeting a full year when the term of office expires.

3. Secretary: When considering the Secretary, this Committee is augmented by the Treasurer. This augmented Committee evaluates the current Secretary and receives recommendations about this position. It should consult the President. It should report on its recommendation for reappointment to the November ECBT for forwarding to the January council meeting a full year before the term of office expires.

4. Treasurer: When considering the Treasurer, this Committee is augmented by the Secretary. This augmented Committee evaluates the current Treasurer and receives recommendations about this position. It should consult the Associate Treasurer. It should report on its recommendations for reappointment to the November ECBT for forwarding to the January Council meeting a full year before the term of office expires.

When a replacement is needed, the ECBT forms a search committee that reports directly to the ECBT. Insofar as possible, just as with recommendations about reappointments, all such Search Committees make recommendations concerning any replacement to the November ECBT for forwarding to the January Council meeting, a full year before the term of office expires.

The September 1992 Council requested that the ECBT Nominating Committee provide the Council with a review of the performance of the individuals it recommends for reappointment.

The ECBT Nominating Committee should produce a written records of its proceedings. These should contain:

- a) communications between the Committee and the candidates;
- b) a summary report of its recommendations.

This should be a sealed record deposited with the Secretary and made available to the next ECBT Nominating Committee. Each Committee passes on to the next whatever it feels relevant to future deliberations.

When considering reports on officers and making further recommendations to the council, the EC and BT will consist of one Committee and voting will be by majority (i.e., the EC and BT will together form the nominating committee for these positions.)

Other Activities

Miscellaneous

Information

An explanation of travel expense reimbursement of volunteers for this committee is attached. This committee has been designated at **LEVEL B**. Staff support provided by Secretary's Office and/or Executive Director's Office.

Note to the Chair

Committee chairs should be informed, at the beginning of each fiscal period, the budget of their committees and cautioned to remain within the budget. Such items as travel reimbursement to, accommodations for, and meals for guests of any kind fall within these budgets.

Work done by committees on recurring problems may have value as precedent or work done may have historical interest. Because of this, the Council has requested that a central file system be maintained for the Society by the Secretary. Committees are reminded that a copy of every sheet of paper should be deposited (say once a year) in this central file. Confidential material should be noted, so that it can be handled in a confidential manner.

Authorization

Committee was created on 7 August 1991.

Created 00/00/90; updated 01/09/96; 5/ 18/02 ECBT; 1/14/03 Council; 5/04-05 ECBT.

Past Committees

A list of current and past members of the committee is available here:

<http://www.ams.org/about-us/governance/committees/ncecbt-past.html>

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ECBT Nominating Committee. (Nerode presiding)

The ECBT Nominating Committee was established by the Council in August 1991. The Long Range Planning Committee recommended to the ECBT, the ECBT recommended to the Council, and the Council approved that the membership of the committee be changed by adding the second and third year trustee to the committee and removing the fifth year trustee. The third year trustee would be the chair of the committee.

The first paragraph of the charge now reads:

“The standing committee of the EC and BT, called the ECBT Nominating Committee, consists of the second and third year elected members of the BT, the fourth-year and second-year elected members of the EC, and the Chair of the Council's Nominating Committee. The chair is the senior trustee.”

January 1991 Council Minutes....

“Working” Officers of the Society

At the request of the Council, its EC recommended the method below for suggesting to the Council individuals for Council election to the positions of Secretary, Treasurer, Associate Secretary, and Associate Treasurer. The Executive Committee and Board of Trustees agreed to the following procedure and recommended it to the Council for adoption:

A standing committee of the EC and BT, to be called the ECBT Nominating Committee, will be created. It would consist of the fifth-year elected member of the BT, the fourth-year and second-year elected members of the EC, and the Chair of the Council's Nominating Committee. The Executive Director would be a non-voting member of the Committee.

1. Associate Secretaries: This Committee would evaluate current Associate Secretaries and receive recommendations for this position. It would report on its recommendations to the May ECBT for forwarding to the August Council meeting in the year when the term expires. When it is expected that a sitting Associate Secretary will not serve again, this Committee should attempt to nominate a replacement at least one year in advance of the end of the term so that the replacement can serve a break-in period of about one year. This Committee should consult the Secretary concerning these appointments.
2. Associate Treasurer: When considering the Associate Treasurer position, the Committee is augmented by the Treasurer. This Committee would evaluate the current Associate Treasurer and receive recommendations for this position. It would report on its recommendations to the May ECBT for forwarding to the August Council meeting in the year when the term of office expires. When it is expected that a sitting Associate Treasurer will not serve again, this Committee should attempt to nominate a replacement at least one year in advance of the end of the term so that the replacement can serve a break-in period of about one year. This Committee should

consult the Secretary concerning this appointment.

3. Secretary: When considering the Secretary, this Committee is augmented by the Treasurer. This Committee would evaluate the current Secretary and receive recommendations for this position. It would report on its recommendations to the May ECBT for forwarding to the August Council meeting. When it is expected that a sitting Secretary will not serve again, this Committee should attempt to nominate a replacement at least one year in advance of the end of the term so that the replacement can serve a break-in period of about one year. This Committee should consult the President concerning this appointment.
4. Treasurer: When considering the Treasurer, this Committee is augmented by the Secretary. This committee would evaluate the current Treasurer and receive recommendations for this position. It would report on its recommendations to the May ECBT for forwarding to the August Council meeting. When it is expected that a sitting Treasurer will not serve again, this Committee should attempt to nominate a replacement at least one year in advance of the end of the term so that the replacement can serve a break-in period of about one year. This Committee should consult the Associate Treasurer concerning this appointment.

When considering the report and making further recommendations to the Council the EC and BT will consist of one Committee and voting will be by majority (i.e., the EC and BT will together form the nominating committee for these positions).