**IdAEP Officer and At-Large Director**

**Self-Nomination Form**

**2023**

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| Name: |  |
| Company or Affiliation: |  |
| City |  |
| Phone Number: |  |
| E-mail Address: |  |
| Desired IdAEP officer position (see back of this form for description of positions): | |
| Please prepare a paragraph in the space below that we can include in a voting information packet. The paragraph should include brief descriptions of:   * Your role and environmental duties at your current company or affiliation; if retired what are your current environmental activities? * Your past NAEP and/or IdAEP Chapter involvement (committees, offices held, etc.) * Other associations you are active in * Any other information you would like the members to consider, such as what part of the state you are in and your personal interests * Please include a .jpg or .png photograph of yourself for inclusion in a voting information pamphlet * [Enter information here...] | |
| Serving on the board includes the expectation that you can commit to attending at least 3 virtual quarterly board meetings one of which would be an annual meeting that may occur in a physical location and virtually. | |

Email this completed form to [idahoaep@gmail.com](mailto:idahoaep@gmail.com).

**Roles and Responsibilities of IdAEP Board of Directors:**

**President—**The President is the chief executive officer of The Association and controls The Association’s business and affairs, subject, to the right of the IdAEP Board to delegate any specific power to any other officer(s) of The Association. The President must be a member of the IdAEP Board and presides at meetings of the Directors and at meetings of the members. The IdAEP President must be at least a ‘General’ member of NAEP.

**Vice President—**If the office of the President become vacant by death, resignation, or otherwise, or in the absence of the President, or if he/she is unable to discharge the duties of the office, such duties devolve to the Vice President. The Vice President also perform such other duties as the IdAEP Board may from time to time authorize. The Vice President is a member of the IdAEP Board. The IdAEP Vice President must be at least a ‘General’ member of NAEP.

**Treasurer—**The Treasurer keeps custody and an accounting of money, funds, and property of The Association, unless otherwise decided by the IdAEP Board and gives an accounting to the Directors and President as may be required. The Treasurer deposits funds of the Association in such bank(s) as the IdAEP Board may choose. The Treasurer keeps bank accounts in the name of The Association and shows the current Association books and accounts at reasonable times to any Director of The Association upon request. The Treasurer pays out money as the business of The Association may require, or upon order of a properly constituted officer of The Association. The Treasurer keeps accurate lists of current members for use by the Board and officers.

The Treasurer must be a member of the IdAEP Board. The Treasurer also performs such other duties as the IdAEP Board may from time to time authorize. The Treasurer will give or send each Board member an annual financial statement for the Association. If both the President and Vice President are absent from any meeting, the Secretary, then Treasurer, presides.

**Secretary—**The Secretary of The Association keeps the minutes of meetings of The Association and the IdAEP Board and is responsible to send and receive notices of The Association; and keeping other records of The Association. Past records will be the responsibility of the Secretary to keep. The Secretary also performs such other duties as the IdAEP Board may from time to time authorize. The Secretary must be a member of the IdAEP Board. If both the President and Vice President are absent from any meeting, the Secretary, then Treasurer, presides.

**NAEP Chapter Representative—**At each annual meeting, the IdAEP Board appoints, at its discretion, an Association general member in good standing to represent the IdAEP Chapter at meetings or other functions conducted by the NAEP during the following year. The Chapter representative will send or give quarterly reports to the IdAEP Board an account of activities carried out by the representative in fulfillment of their responsibilities.

**Directors at Large—**The Directors at Large will help carry out the IdAEP Board goals. Duties may include helping to oversee various parts of The Association (e.g., Weekly Newsletter, Membership, Policies, Socials, and so forth as needed and agreed upon by the board. The Directors at Large are members of the IdAEP Board.