

**Checklist for Nominating Committee Voting Members**

As a Voting Member we encourage you to ensure that your unit identifies and proposes nominees in a timely fashion for:

- ... Your Sector/Unit Vice President (two should be proposed)
- ... Board of Governors
- ... President
- ... Nominating Committee Representatives

UNIT PROPOSING: \_\_\_\_\_

NOMINATING COMMITTEE CHAIR: \_\_\_\_\_

DATE OF NOMINATIONS: \_\_\_\_\_  
\_\_\_\_\_

**SOCIETY OFFICE FOLLOW-UP SUMMARY:**

OFFICE	PROPOSED NOMINEE	PROPOSER	PRELIM. SENT	PROPOSAL SENT	NOTES
PRESIDENT	_____	_____	_____	_____	
GOVERNOR	_____	_____	_____	_____	
VICE PRES.	_____	_____	_____	_____	
VICE PRES.	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	

**NOMINATING COMMITTEE MEMBER/ALTERNATE SUMMARY (Project forward three years)**

YEAR	MEMBER	Alternate	Notes	Notes
_____	_____	_____	_____	_____ This year's (currently serving)
_____	_____	_____	_____	_____ Next year (to be submitted)
_____	_____	_____	_____	_____ For long-range planning

The Voting Member and Alternates should review the files of the Candidates together prior to the Section Meeting to ensure that the Alternates are capable of stepping in if required.