

# **National Council Policies and Procedures As of July 2011**

## **Requirements and Selection of National Council Representative to the Board of Directors**

Current members of the National Council as well as past members of the National Council are eligible to be proposed as the National Council Representative to the Board of Directors (NCR). Per the bylaws of the Board of Directors, the Board of Directors will formally vote on this individual, but the National Council will propose the name for them to vote on.

- Selection of the NCR will take place every three years (unless the individual were to resign or otherwise be unable to continue in this position).
- When a new NCR needs to be proposed, the Nominations and Governance Committee of the National Council will accept applications from among the continuing members of the National Council or of individuals who have served on the National Council during the past 5 years.
- The current NCR is eligible for re-proposal, assuming that they continue to meet any eligibility requirements.
- After verifying the eligibility and willingness to serve of the applicants, a slate of candidates will be presented to the National Council for a vote of the continuing members of the National Council. This would take place during the meeting immediately following the NVA.
- If the one proposed as the NCR is a current voting member of the NC, they would:
  - Continue as a voting member of the National Council;
  - When their term on the National Council expires or if they are not re-elected to an additional term on the National Council, they would continue as a non-voting ex-officio member of the National Council until their term as the NCR expires.

## **Appointment of Secretary and Secretary-select**

In order that the secretary may become familiar with the members of the National Council and recognize them and their voices during later conference calls, the term of the secretary shall begin with the in-person meeting immediately preceding the NVA each year. The new secretary-select will also be appointed at that time.

### **Establishment and Appointment of Committees**

As provided for in the National Council Bylaws (Article II, Section 13.a), “[t]he National Council may create one or more committees and appoint members of the National Council or such other persons as the Council designates to serve on the committee or committees.”

These committees shall be comprised of National Council members and other volunteers and staff as necessary and will be chaired by a member of the National Council.

The committee chairs will be determined by the incoming Executive Committee annually during the period between the National Volunteer Assembly (April) and the end of the National Council year (June) and will be ratified by the National Council at their meeting in July.

Each committee chair will be responsible for completing the roster of that committee and any sub-committees according to the needs of the committee. The members of the committees will be approved by the National Council. These committee appointments will be reviewed annually.