

Terms of Reference

NAME:

Elections Committee.

REPORTING TO:

Board of Directors.

OVERALL PURPOSE OF COMMITTEE:

Oversee a fair annual election process for the association.

MAJOR COMMITTEE TASKS:

1. Develop "Call for Expressions of Interest" information and distribute to members (in conjunction with SOAR Administrator).
2. Tabulate results of votes.
3. Prepare a nominations slate to the annual general meeting.
4. Attend annual general meeting and announce results of election.
5. Attend Board meeting and present suggested slate of officers.

DURATION OF COMMITTEE:

August to October.

NUMBER OF MEETINGS:

As required.

FINANCIAL IMPACT:

Minimum.

STAFF LIAISON:

SOAR President and SOAR Administrator.

SELECTION/ELECTION OF CHAIR:

Recommendation by the Executive Committee; approved by the Board of Directors.

SELECTION/ELECTION OF MEMBERS:

Recommendation by the Executive Committee; approved by the Board of Directors.

COMMITTEE CHAIR RESPONSIBILITIES:

Chair meetings and provide a report to the Board.

COMMITTEE MEMBER RESPONSIBILITIES:

As per above major tasks.