

## **NOMINATIONS COMMITTEE DUTIES**

1. comprised of a chairperson and ideally one assistant
2. determines positions that need to be filled
3. use recruiting techniques such as speaking at each meeting, posting a sign-up sheet, phoning and or speaking to individuals at monthly meetings. Each Chair will have a different way of recruiting.
4. receives members' names for nominations for the Executive Committee (starting in January) and submits list of nominees, at the May meeting, for voting