

AWWA NJ
GUIDELINES FOR ELECTION OF VICE-CHAIR

V1: August 19, 2014 by the Strategic Planning Committee

This document has been developed to supplement Article 8 – Elections in the New Jersey Section of the American Water Works Association Bylaws as approved by the AWWA Board of Directors on June 2014.

Guidelines for election of Vice-Chair are presented concerning the:

1. Vice-Chair Qualifications
2. Board Make-Up
3. Vice-Chair Nominee Selection

Vice-Chair Qualifications

According to the Section By-Laws, Article 8.1.2.1, the Officers Nominating Committee will select the next Vice-Chair from the list of eligible Trustees and Secretary-Treasurers. Eligible candidate for Vice-Chair must have served a minimum of two years as a Trustee (past or current) or as Secretary-Treasurer (past or current) and shall have demonstrated good leadership skills while serving as Trustee or Secretary-Treasurer. Candidates with trustee or secretary-treasurer service in a section other than NJ may be considered. In the event that an eligible candidate cannot be identified, the Officers Nominating Committee may consider a Trustee or Secretary-Treasurer with only 1 year of service.

All nominees must be active AWWA NJ Section members in good standing.

Board Make-Up

It should be noted by the Officers Nominating Committee that the AWWA NJ Section is an organization that has a strong utility base and therefore the Board should seek to maximize representation from multiple utilities on the Board. Board members shall be selected from a list of active and eligible members of the Section, recognizing their individual strengths and diversity, and from the following membership classifications: Individuals, Utilities, Service Providers and Partner Agencies & Institutions.

The Officers Nominating Committee shall take into consideration the mix of categories of water industry professionals on the existing Board when selecting a nominee for Vice-Chair, and also shall make the selection consistent with the goals and objectives of the Section as outlined in the Section’s Strategic Plan.

Vice-Chair Nominee Selection

The Vice-Chair Nominating Committee shall consist of the current Officers of the Section not being considered for Vice-Chair as mandated by Article 8.1.2.1 of the Section By-Laws.

The Section Manager shall keep and maintain a list of Past Trustees and Secretary-Treasurers along with the current/best available contact information. Using this list the Officer Nominating Committee shall develop a validated list of potential candidates based on the criteria set forth in these guidelines. After having developed the list, the Officers Nominating Committee shall then review the existing make-up of the Board and seek to select new members to obtain a balance as much as possible. The Chair of the Officers Nominating Committee shall coordinate with the Chair of the Trustee Nominating Committee to assure, to the extent practical, that only one individual from any given organization is being nominated for a Section Trustee, Officer or Director position.

The interest and ability of candidates to serve on as Vice-Chair shall be validated by the Officers Nominating Committee. This must be accomplished by obtaining a letter from potential candidates regarding their interest and the support from their employer.

The selected nominee for Vice-Chair shall be presented to the Board for validation. If the Board does not agree with the Officers Nominating Committee, the Officers Nominating Committee shall review their list of candidates and select another for validation by the Board. Once a candidate is validated by the Board, he/she will be contacted by the Chair of the Officers Nominating Committee.