



# American Association of Code Enforcement Official 2025 Board of Directors Application

Submission Deadline is **August 18, 2025, at 1700 hours** Eastern Time

Thank you for your interest in serving on the American Association of Code Enforcement (AAACE) Board of Directors. Please email this completed form, resume, and three professional references to AAACE Nominations Committee Chair and Immediate Past President Victor Martinez for consideration at [victor.martinez@queencreekaz.gov](mailto:victor.martinez@queencreekaz.gov). The positions will start on January 1, 2026.

We are excited to announce that you may upload a two to three-minute video to be posted on the AAACE website introducing yourself and announcing your candidacy. You may use this video as an opportunity to explain to the membership your reasons for running for a position with the AAACE Board of Directors. This application will be distributed to the membership as an attachment to the ballot, so please double check prior to submission for any errors. Your resume and references are for Nomination Committee use only.

Please review the AAACE Policies & Procedures and the AAACE Bylaws, both available on the AAACE website under the "Members Only" tab, for detailed information on AAACE Board of Directors duties and responsibilities.

Candidates should plan on attending the AAACE Annual Education Conference in October and, in the event you are elected, should be available for the post-conference Board meeting.

## AAACE BYLAW

### ARTICLE IV SECTION 2 ELIGIBILITY FOR OFFICE

- A. Any active or retired member of AAACE in good standing shall be eligible for any office, except as provided in Item C below.
- B. Members running for a seat on the Board must have completed at least a one-year term of service on an AAACE Committee, having attended the minimum number of meetings as required by the Committee Chair or AAACE Bylaws. It shall be the duty of the nominating committee to verify the member's attendance and participation prior to receiving its recommendation, pursuant to Article V, Section 1.
- C. No more than two board members from the same State may serve on the board at the same time.

## AAACE BYLAW

### ARTICLE V SECTION 1 NOMINATIONS AND OFFICERS

- D. The Nominating Committee may select and recommend no more than three persons each for the offices of 1st Vice President, 2nd Vice President, 3rd Vice President, Secretary, and Sergeant-at-Arms.

Candidate's Name: \_\_\_\_\_

Candidate's Current Position: \_\_\_\_\_

Candidate's Current Organization or Jurisdiction: \_\_\_\_\_

Candidate's Address: \_\_\_\_\_

Candidate's Telephone Number: \_\_\_\_\_

Candidates Email Address: \_\_\_\_\_

Please select the Board of Director's position that you would like to be considered for (choose one only):

- First Vice President (three-year successive term 1st VP, President, Past-President) - The First Vice President shall be the President elect and will preside over all meetings in the absence of the President. The primary duties of the 1st Vice President shall be to chair the Conference Committee.
- Third Vice President (two-year term) -The 3rd Vice President will, in the absence of the President, 1st Vice President and 2nd Vice President, preside over all meetings of the Association. The primary duty of the 3rd Vice President is to chair the Membership Committee. This responsibility shall further be defined as a continuous outreach throughout the year to facilitate growth in membership as predicated in Article II, Sections 1-3.
- Secretary (two-year term) - The Secretary shall keep a complete record of all proceedings of the Association and shall be the recording officer and custodian of the records, except when specifically assigned to other individuals. The primary duties of office shall include the recording of all regular and special Association meetings and meetings of the Board of Directors. The Secretary shall be responsible for the Association's correspondence and shall keep readily available at all meetings such records as the book of minutes, a copy of the Articles of Incorporation and Bylaws, the roster of membership, a complete list of any standing of special committees, current correspondence, and other records as necessary.

In 300 words or less, please describe your code enforcement and professional association experience. Please describe your leadership attributes that you believe make you a viable candidate for an AACE Board of Director's position. What goals would you like to accomplish during your term?

AACE

AMERICAN ASSOCIATION OF CODE ENFORCEMENT

Please email this completed form, resume, and three professional references to AACE Nominations Committee Chair and Immediate Past President Victor Martinez for consideration at [victor.martinez@queencreekaz.gov](mailto:victor.martinez@queencreekaz.gov).