



President-Elect*/President/Immediate Past President/ANA Membership Assembly Representative

*The person filling this position will serve 1 year as President-Elect, 2 years as President and 1 year as Immediate Past President

Candidate Qualifications *(adopted by the TNA Nominating Committee September 2015)*

- Current membership in the Texas Nurses Association and American Nurses Association
- Demonstrated prior active involvement or participation with ANA, TNA or the local district
- Familiarity with TNA bylaws and association policies
- Basic knowledge of parliamentary law and procedures
- Prior experience as an elected or appointed member of the TNA Board, committee/council, or chair of another board (including district president)

General Requirements *(adopted by the TNA Nominating Committee September 2015)*

- Submit in timely manner "Consent to Nomination" form and "Biographical Data" form
- Commit to meet the demands and fulfill the duties inherent in the position

Expectations of the Board *(adopted by the TNA Board of Directors August 2015)*

NOTE: *The intent of this policy is that those individuals who choose to run for elective office, and are ultimately elected by members, are willing to serve as role models investing their talent as well as time and treasures to support the success of Texas Nurses Association. While the following expectations are the desired stewardship levels of board members, exceptions may be made in special circumstances.*

Board members are expected to participate in TNA as follows:

- Participate (sponsor self) in TNA major events including: Legacy Banquet or PAC fundraiser, Leadership Conference, and Nurse Day at the Capitol
- Recruit at least 5 members per year (or cause 5 members to be recruited)
- Serve as a liaison to a committee, program, or local constituency (as assigned by the President)
- "Write or Raise" \$500.00 per year to the PAC and \$500.00 per year to the Foundation (if personal circumstances permit)

Estimated Annual Time Commitment for Elective Positions

Responsibilities and duties of the various elective positions are spelled out in the TNA Bylaws. Listed here are identified duties with estimated yearly time commitments needed to accomplish them.

Estimated Annual Time Commitment: 10-15 days

President-Elect

- Quarterly board meetings (January, April, July, October) – held in Austin, 1-to-2 days each
- Monthly TNA Board conference calls as needed

- Serve as an officer of the Texas Nurses Foundation – meetings held in conjunction with the TNA Board Meetings; Conference calls as needed
- TNA Annual House of Delegates – held Friday/Saturday
- ANA Annual Membership Assembly – 2-to-3 days

Estimated Annual Time Commitment: 15-20 days

President

- Quarterly board meetings (January, April, July, October) – held in Austin, 1-to-2 days each
- Interim TNA Board conference calls as needed
- Serve as an officer of the Texas Nurses Foundation – meetings held in conjunction with the TNA Board Meetings; Conference calls as needed
- TNA Annual House of Delegates – held Friday/Saturday
- ANA Annual Membership Assembly – 2-to-3 days
- District Visits – The President of TNA is often invited to present to the members of various TNA Districts, this interaction and visibility is important to the organization. The amount of time varies and is dependent upon the President’s availability
- Legislative Activities – The TNA President is often called upon to participate in coalitions, to testify on behalf of TNA, or to engage in other legislative related activities; The amount of time varies and is dependent upon the President’s availability
- Liaison with other organizations – this varies from year-to-year and individuals have discretion regarding their participation

Estimated Annual Time Commitment: 10-15 days

Immediate Past President

- Quarterly board meetings (January, April, July, October) – held in Austin, 1-to-2 days each
- Interim TNA Board conference calls as needed
- TNA Annual House of Delegates – held Friday/Saturday
- ANA Annual Membership Assembly – 2-to-3 days

BYLAWS HIGHLIGHTS – These bylaws are highlighted as they may impact a member’s decision to pursue elected office. A list of Bylaws pertinent to serving on the TNA Board of Directors follows:

Article VII: Officers and Duties of Officers

Section 3. President

The President shall preside at meetings of the TNA House, serve as chair of the TNA Board, serve as a nonvoting ex-officio member of all committees except the Leadership Succession Committee, appoint special committees, countersign checks drawn by the Treasurer as authorized by Board policy, and serve as representative to the ANA Membership Assembly as President.

Section 4. President-Elect

The President-Elect shall be a voting director and shall become familiar with the duties of the President and perform other such duties as directed by the President to prepare for succession. The President-Elect shall assume the duties of the President in case of the President's absence or inability to serve, serve as a nonvoting ex-officio member of all committees except the Leadership Succession Committee and serve as representative to the ANA Membership Assembly.

Section 5. Immediate Past President

The Immediate Past President shall assume the duties of the President in case of the President's absence or inability to serve, serve as a nonvoting ex-officio member of all committees except the Leadership Succession Committee and serve as representative to the ANA Membership Assembly.

ARTICLE IX: Nominations and Elections, Terms of Office and Vacancies

Section 3. Vacancies a. Absence from two consecutive regular quarterly meetings or two regular quarterly meetings within a TNA fiscal year shall constitute an automatic resignation. Failure to be in attendance for 50% or more of a meeting shall constitute an absence.

BYLAWS TEXAS NURSES ASSOCIATION

Article VII: Officers and Duties of Officers

ARTICLE VIII: BOARD OF DIRECTORS AND DUTIES OF THE BOARD

ARTICLE IX: Nominations and Elections, Terms of Office and Vacancies