



TFMA ELECTION TIME!

It's election time at TFMA! What? You thought you were finished with elections and candidates? Well, we can promise you a positive, happy, election process with TFMA! No mudslinging and no negative ads!

Please consider running for one of the positions TFMA has on the Board of Directors and Regional Directors. Nominations will open **January 22, 2019 and will close February 11, 2019**. This timeframe will allow you to nominate someone you think would be a great asset to the TFMA Board of Directors or, you can throw your own hat in the ring! TFMA full and life members may nominate any eligible candidate for any Officer seat, but may only nominate Regional Director Candidates from their own region. Eligible nominees may run for only one office per election.

Below is a description of the duties and responsibilities for each elected position. **Please keep in mind, TFMA requires board members to attend two board meetings a year; one at each conference. Since participation is strongly encouraged, TFMA pays two nights in a hotel and travel expenses to and from each meeting to ensure meetings are attended by the TFMA board.**

PRESIDENT: The President shall preside at all meetings and shall see that orders and resolutions of the Board of Directors are carried out. In addition, the President shall assist the Executive Director in the execution of his/her duties and shall provide support of the goals and objectives of the Association. The President, in concert and coordination with the Executive Director, is empowered to officially represent the Association at all public meetings, conferences or other related official functions and to act as a liaison with other associations, organizations, federal and state agencies, the private business sector and the general public.

VICE PRESIDENT: The Vice President shall arrange the location and time for Board meetings and shall organize such meetings. In the event of the President's absence, inability or refusal to act, the Board of Directors may direct the Vice-President to act in the place and stead of the President and shall exercise and discharge such other duties as may be required by the Board of Directors.

SECRETARY: The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board of Directors and the general membership of the Association. In addition, the Secretary shall ensure that meeting minutes are made available to the Board of Directors within 30 calendar days after the conclusion of the meeting. The Secretary shall prepare and send written notices of all meetings of the Board and General Membership.

TREASURER: The Treasurer shall assure the disbursement of funds of the Association in the manner prescribed by the Board of Directors. The Treasurer shall prepare or cause to be prepared all financial reports required by the Board of Directors, the bylaws or as required by the State of Texas. The Treasurer shall keep or cause to be kept an accurate accounting of all financial transactions of the Association. The Treasurer shall prepare a financial statement of the Association's general fund, a statement of the funds generated by and the costs associated with the Annual conference, and a statement of the funds and costs generated by the Associations Certified Floodplain Manager Program.

REGIONAL DIRECTORS:

- a. Regional Director will attend Association Board of Director meetings to provide input, offer suggestions and provide general direction to the Association. In the even a Regional Director is unable to attend a called meeting of the Board, he or she will be responsible for reviewing the meeting agenda and other Board briefing materials, and will provide the Board with appropriate comments or concerns which may affect the regional membership by written notice. Written notice/information report must be sent to the President or Vice-President prior to the called meeting.

- b. Attend the annual Spring Conference of the Association and participate in the general membership meeting. If the Regional Director is unable to attend, he or she shall be responsible for reviewing all topics slated for discussion at the membership meeting and will provide comments to the Board on discussion items by written notice. Written notice/information report must be sent to the President or Vice-President prior to the called meeting.
- c. Solicit input on regional issues from his/her regional membership at other called meetings within the region by written notice, telephone contact, or by email.
- d. Recruit new members for the Association and promote the goals and objectives of the Association within the assigned region.
- e. Call at least one annual meeting within the region of the regional membership to discuss issues and concerns. This meeting can be in conjunction with training or professional certification seminars.
- f. Assist the Association with the promotion of the Certified Floodplain Manager Program. The Regional Director will be responsible for holding at least one meeting per year within the region to offer a floodplain management training and to arrange for the proctoring of the CFM Exam. The scheduling and content of the training and of the CFM Exam will be coordinated with the Executive Office. Written notice of such meetings shall be provided in advance to the Board of Directors. The Regional Director shall prepare a semiannual report to the Board of Directors on specific activities and meetings within the region.
- g. Provide an update article about the region and its members' activities for the Newsletter on a semiannual basis.
- h. Each Regional Director is a standing member of the Training Committee.

TFMA WANTS YOU! PLEASE CONSIDER RUNNING FOR A POSITION ON THE BOARD!



WE WANT YOU!