

## *QFHSA needs people from your association to serve on your Board of Directors.*

*The Board (may) consist of 20 elected directors, and the Past President.*

*Please use the enclosed Nomination Forms.*

*Nominees must be paid-up members-in-good-standing. [Article VI, 4 of QFHSA Inc. By-laws] and nominated by at least 2, preferably 3, persons from the local Association and/or QFHSA Board of Directors.*

### **Duties of a QFHSA Director are as follows:**

- *Participate actively on one or two Committees of interest to you.*
- *Attend all Board meetings (approximately eight [8] per year) including Board Development training sessions. Attendance of the Fall Conference, Executive Workshops, Executive Appreciation Dinner and Annual General Meeting*
- *Sign an Acceptance of Office form indicating a willingness to undertake the responsibilities listed here **for a two-year (2) term.***

*According to our By-Laws [Art. III,2,a)] “The officers of the Federation shall be elected annually at the Annual General Meeting from among the Directors of the Federation.” The positions of officers are as follows: President, Executive Vice-President, Secretary, Treasurer and Two Vice-Presidents.*

*Therefore, nominees to the Board of Directors may also be nominated as Officers of the organization **after serving at least one year on the Board.** The Officers also serve as members of the Executive Committee.*

### **Duties of a QFHSA Officer:**

- *Undertake the duties of the elected office as defined in the QFHSA By-Laws (Art. X)*
- *Attend all Executive Committee meetings (approximately eight [8] per annum)*
- *Fulfill all the above-mentioned duties of a Director.*