

## **Call for nominations: AAIT 2012-2013 Election of Directors and Officers**

Dear AAIT Members,

As Members of the Atlanta Association of Interpreters and Translators (AAIT) you are invited to make nominations to elect directors to serve on the Board for a two-year term. A minimum of one (1) and a maximum of six (6) directors will be elected on this occasion. Once the directors are elected, the new Board of Directors will elect the officers and appoint the members of the various working committees from among themselves.

The members of the Nomination Committee for these elections are:

- Rosa Burkard, Chair: [rburkard@aait.org](mailto:rburkard@aait.org)
- Mary Maloof: [mmaloof@aait.org](mailto:mmaloof@aait.org)
- Cecilia Santamarina: [mcsantamarina@bellsouth.net](mailto:mcsantamarina@bellsouth.net)

The nomination period opens on January 9<sup>th</sup>, 2012 and will conclude on January 27<sup>th</sup>, 2012. After January 27<sup>th</sup>, the Nomination Committee will tally the nominations and present them to the Board. The list of accepted candidates will be sent to the members for a final vote between February 7<sup>rd</sup>, 2012 and February 17<sup>th</sup>, 2012. No proxy will be accepted in this process. The results of the elections will be made official at the Annual Membership Meeting and Dinner in March 2012.

### **Who is eligible to run?**

All Individual members (as defined in the AAIT Bylaws) in good standing for at least six months prior to the beginning of the nomination period have the right to serve on the Board of Directors. Members of the Nominating Committee, however, are not eligible to run. Members having dual membership (Individual and Corporate) can also run for directors; however, they are not eligible for the positions of president, vice-president, or treasurer.

For a member to be elected as president or vice-president, he/she must be also an active ATA member (members who have passed an ATA certification exam or who have been approved for active membership status through the Peer Review process.. Likewise, they must be citizens or permanent residents of the USA). We encourage you to nominate AAIT members who hold active status with the ATA.

All AAIT officers and directors serve on a volunteer basis. Please do not nominate colleagues who express serious concerns about serving or who have conflicting priorities.

### **Board Members' Roles and Responsibilities:**

1. Fulfill roles and responsibilities as stated in the AAIT Bylaws.
2. Attend Board meetings as scheduled. Board members may not miss more than 4 out of 12 Board meetings per year.
3. Support the Association by actively promoting its mission and goals
4. Actively serve on committees, task forces and/or special assignments
5. Assist in planning and hosting AAIT's activities and programs
6. Review the agenda and the previous month's Minutes prior to each Board Meeting
7. Help uphold the fiduciary responsibilities of the Board, including but not restricted to reviewing the Association's financial statements
8. Maintain ethical standards of behavior in all interactions with Board members and Association activities. Observe the Association's policies on conflict of interest and confidentiality.
9. Abide by the Articles of Incorporation and the Bylaws of the AAIT.

### **How to make a nomination**

Any AAIT member may make a nomination,, and self-nominations are also welcome. If you plan to put a name forward for nomination, please contact the potential nominee first, tell them your intention, and let them know that a nomination does not guarantee a formal invitation to run for office.

Please complete the nomination form with the candidate's help, so that the Nominating Committee has up-to-date information about the candidate's service and affiliation with AAIT and the ATA.

## **How to submit a nomination**

Fax or send the completed form and nominee's CV to:

Mary Maloof

E-mail: [mmaloof@aait.org](mailto:mmaloof@aait.org)

Please write **Nomination AAIT 2012** in the subject box of your e-mail.

We hope that you will seriously consider taking an active role in building AAIT's future by fulfilling this vital task of nominating new Directors to the Board. The timely submission of your nomination(s) for the AAIT Board of Directors will be greatly appreciated. Remember, the deadline is January 27<sup>th</sup>, 2012.

We look forward to hearing from you.

Rosa Burkard, Chair

On behalf of the Nomination Committee