

OPPORTUNITIES TO PARTICIPATE, 2012-2013 MID-ATLANTIC SUGA

We are looking for persons interested in working on the Mid-Atlantic SUGA Board of Directors. This board consists of the President, President-Elect, Past-President, Secretary, Treasurer and appointed Member at Large and Advisory Members. The positions currently available are the President-Elect, Secretary, Member at Large and Advisory Members. The President-Elect serves for three years, cycling through the roles of President and then the Past-President. The Secretary is a one-year term. The duties are as follows:

PRESIDENT-ELECT - Presides in the absence of, or at the request of, the President, agrees to assume the office of President early should the office of President become vacant, assumes the duties and responsibilities of President in the following year, and performs other duties as required. Term of office is one year.

PAST PRESIDENT - Presides in the absence of, or at the request of, the President, agrees to assume the office of President early should the office of President become vacant, assumes the duties and responsibilities of President in the following year, and performs other duties as required. Term of office is one year.

TREASURER - Has responsibility for all financial management of the organization, including payment of the establishment fee to SUGA, collecting all membership dues and annual training fees. Establishing the organizations bank account(s), depositing all funds in a timely manner, maintaining an up-to-date and accurate record of all financial transactions, arranging for the preparation and filing of all necessary tax returns, preparing an annual budget, providing periodic status reports to the Board and membership, and performing other duties as required. Term of office is two years.

SECRETARY - Maintains an accurate record of all meetings and actions taken by the Board, prepares various correspondences, and performs other duties as required. Term of office is one year.

This team of individuals works to put together the annual conference, including selecting an annual training site, communicating with the users, and working with SunGard Public Sector to prepare a program agenda. By participating, your agency will benefit from having direct involvement in the content of the annual training. You will meet people from other agencies with similar concerns and areas of interest as relates to SunGard Public Sector. And finally, you will have a greater say in how the conference is structured, where and when it takes place, and other key conference issues.

You can submit your name for consideration by turning in the attached form to any of the current Mid-Atlantic SUGA Board members or at the annual conference registration desk by Wednesday, February 22, at 9 am. If there is more than one person interested in the same position, there will be an election held during the Business Luncheon.

Instructions:

1. Return completed form to Registration Desk by 9 a.m. on Wednesday, February 22.
 2. Be prepared for a brief presentation at the business lunch on Wednesday unless running unopposed.
- FYI: If elected, there will be a Board Meeting on Wednesday afternoon. If possible, please attend.

(over)

NOMINATION FORM, 2012-2013

Yes, I am interested in being involved with Mid-Atlantic SUGA. Please consider me for the position of:

President-Elect

Secretary

Name: _____

Agency: _____

Title: _____

Applications Currently Using: _____

Please include a short paragraph on your qualifications and why you would like to be considered for this position:

If not elected to the Board, would you like to be considered for an appointed position?_____

