

**RCML Officer Nomination Form
2010-2012**

Elections will be held for the following leadership positions:

President-Elect

- Assists president with duties
- Works on changes in Articles of Incorporation and By-laws
- Serve as Chair of nominations committee
- Announces slate of officers and tabulates election results
- Serves as President for 2 years and then as Past President for 1 year

Vice-president for Conferences

- Coordinates conferences
- Works with Annual Conference Chairs
- Approves format of program
- Receives proposals for conferences, receives summary from Annual Conference Chair, monitors conference budget
- Chairs conference committee and assigns duties to members

Treasurer

- Collects dues and monies owed to Council
- Maintains non-profit status and Incorporation
- Maintains Wilson fund
- Prepares and presents budget, reports income, expenses, cash balances and total assets to Executive Committee and membership
- Disperses funds
- Presents quarterly statements to Executive Committee
- Oversees Annual Conference budget with Chair
- Serves as Membership Chair

Conference Committee (we will fill 2 positions)

- Works with V-P for Conferences and Committee
- Works with the Annual Conference Committee, the Conference Chair and the Program Committee Chair
- Assists with Annual conference activities

Your help and support is needed so that RCML continues with quality persons in the leadership ranks. Please take the time to consider who you think might make a good candidate for these positions. Self-nominations are certainly acceptable and encouraged. Complete the following nomination form and send it to Pat Jordan, 247 Willard Hall, Stillwater, OK 74078-4042 or email to patricia.jordan@okstate.edu. Nominations should be received by **the end of the conference** or no later than **August 15, 2009**.

Name: _____

Position of Nomination: _____

Address: _____

e-mail address: _____

phone number: _____ (work) _____ (home)