

## CALL FOR NOMINATIONS - CBAA Board of Directors

Nominations due August 20, 2023

The Nominating and Membership Committee seeks nominations from the membership for members to serve on the College Book Art Association (CBAA) Board of Directors beginning in January 2024.

Nominations for the following Officer and Chair positions are specifically requested:

- Treasurer
- Vice Chair for Membership
- Chair for Publications Committee
- Vice Chair for Member Relations, Communications Committee

The CBAA Board of Directors is committed to Diversity, Equity, Inclusivity, and Transparency. We are actively working to establish sustainable anti-racist initiatives that will hold space for Black, Indigenous, and People of Color (BIPOC); Asian Americans and Pacific Islanders (AAPI); LGBTQ+ and other marginalized voices in our organization and our field. We welcome nominees who share our commitment to build a more inclusive and more equitable organization.

All CBAA members are invited to nominate candidates by emailing nominations to the Nominating and Membership Committee. Please email Karen Baldner, Vice Chair for Nominations, at [kbaldner@iupui.edu](mailto:kbaldner@iupui.edu) by August 20, 2023.

Nominees must be willing to serve. Self-nominations are accepted.

Nominations should include the following information, which will be shared with the board:

- affiliation (if any), interest in Board position, and a brief statement of nominee's qualifications by nominator
- Nominee's brief biography
- Nominee's CV
- Candidate Interview
  - Name:
  - Institutional affiliation:
  - Year of graduation and degree:
  - Focus of your studies:
  - What CBAA committee/s have you served on? If none, which committee/s would benefit from your service?
  - Have you attended, provided presentations and/or volunteered at any CBAA events?
  - Do you have any additional organizational experience that may be helpful?
  - Do you have any skills that may be helpful? (Graphic Design, Fundraising, Database Management, etc.)
  - Why are you interested in serving on the board?

## Duties

The Board of Directors shall offer advice and direction to the activities of the Association; their approval may be sought at any time deemed necessary by the President. The Board of Directors shall meet every two months via conference call, electronic conferencing, or in person and may be solicited via electronic mail as necessary. All directors are expected to attend the annual meeting of the association.

The **Treasurer** shall have the care and custody of the funds and securities of the association and shall have general supervision of the books on account. They shall keep a continuing record of all monies received and disbursed and shall report to the Board of Directors at each meeting a current balance sheet and a statement of operations for the period since the last previous meeting. Under board direction, the Treasurer may arrange fundraising opportunities for the association and solicit additional funding if needed.

The **Vice Chair for Membership** works with the VP for Membership to field questions from members about joining, renewing, or changing membership levels, forwarding inquiries to other board members as appropriate and makes updates to member records in Wild Apricot, CBAA's membership database.

The **Chair of Publications Committee** serves as a liaison between the Vice-Chairs and the CBAA Executive Board, schedules meetings with sub-committee Vice-Chairs, attends CBAA Executive Board Meetings and works with a team of 4 Vice-Chairs, including the Journal: Openings, the Theory and Criticism Subcommittee, The Archives Subcommittee, and the Oral History Subcommittee

### The **Vice Chair for Member Relations, Communications committee**

Creates and distributes the bi-monthly e-blast that communicates important info to membership and assists with projects as requested by the communications chair.

## Terms

Directors are elected for two (2) year terms at staggered intervals. No member may hold more than four (4) successive full terms as a director without time off the board equal to a two (2) year term.

Officers serve terms of two (2) years. Officers may be re-elected to a second consecutive two (2) year term. If a board member who has served three (3) terms is elected President for their final 2-year board term, at the end of that 2-year term the board may elect that President to an additional two-year term.

## Nomination and Candidate Selection Procedures

The Nominating Committee requests nominations from the membership. Based on the nominations received and candidate interviews, the Nominating Committee determines the slate of nominees to present to the board for their individual consideration and vote. The Board votes on the preliminary slate. The preliminary slate is presented to the membership who may suggest additional nominees within thirty (30) days. The Nominating Committee shall make up to four (4) additional nominations at the request of at least two (2) percent of the membership. More information about Officers, committees, and the nomination and election process can be found in the [CBAA Constitution and Bylaws](#).