



Tuesday, April 28, 2021 10:00 AM
ZOOM Meeting

Ad Hoc Nominating Committee Agenda

I. **Welcome and Roll Call** Sean Butler

II. **Action/Discussion Items**

1. 2021 – 2022 Board Officers Sean Butler, Page 2

III. **Information Items**

1. Committee Assignments Officers Sean Butler, Page 3

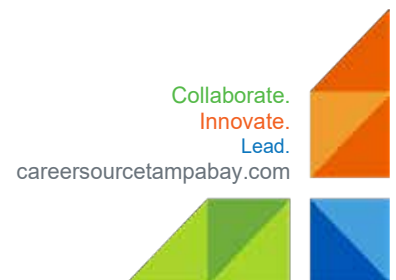
2. Duties of Board Officers..... Sean Butler, Page 4

3. Board of Directors Attendance PY 2020-2021..... Sean Butler, Page 5

IV. **Process/ Next Steps**

V. **Public Comments**

VI. **Adjournment**





Action Item # 1

2021 – 2022 Board Officers

INFORMATION

Tampa Bay WorkForce Alliance Bylaws states:

Section 6.1 - Board Officer Positions, Nominations and Elections

The Board Officers of CSTB shall consist of a Chair, a Vice-Chair, a 2nd Vice-Chair, a Secretary and a Treasurer. The Chairperson of the CEO or designee shall occupy the 2nd Vice-Chair position. The Chair, Vice-Chair, Treasurer, and Secretary of CSTB shall be nominated and elected as follows:

- A. A slate of nominees for Officers shall be presented to the Board for a vote by the Nominating Committee at CSTB’s annual meeting. Prior to voting on the slate of nominees, nominations shall be accepted from the floor.
- B. The annual meeting at which the slate of Officers shall be elected shall take place in May, or on a date as otherwise set by the Board, and the Officers shall take office in July, or on a date as otherwise set by the Board.
- C. The Chair and Vice-Chair shall be selected from among the representatives of the business sector Board members. The Treasurer and Secretary shall be selected from among any category of Board membership.

Officers	2020– 2021	2021 – 2022
Chair	Ben Hom	
<i>Chair Alternate</i>		
Vice-Chair	Mike Bach	
<i>Vice-Chair Alternate</i>		
2 nd Vice-Chair	Pat Kemp	Pat Kemp
Treasurer	Don Noble	
<i>Treasurer Alternate</i>		
Secretary	Sophia West	
<i>Secretary Alternate</i>		

RECOMMENDATION

Create a slate of nominees for 2021 – 2022 Officers.



Information Item # 2 Duties of Board Officers

This document comes from the CSTB Bylaws and is shared as an input for the CSTB Nominating Committee.

ARTICLE VI BOARD OFFICERS

Section 6.2 – Duties of Board Officers

A. Duties of the Chair shall include:

- Reviewing Board directives with the Director of CSTB to ensure compliance and implementation;
- Presiding at all meetings of the Board;
- Serving as Chair of the Executive Committee;
- Making all Committee Chair appointments subject to these By-laws;
- Calling special meetings of the Board;
- Establishing Ad-Hoc Committees as deemed necessary to conduct the business of the Board and make appointments thereto;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Chair.

B. Duties of the Vice-Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair;
- Serving as a member of the Executive Committee; and
- Performing all duties incident to the office of Chair in the absence of the Chair.

C. Duties of the 2nd Vice Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair and Vice-Chair;
- Serving as a member of the Executive Committee;
- Serving as a member of the Finance Committee;
- Performing all duties incident to the offices of Chair and Vice-Chair in the absence of the Chair and Vice-Chair.

D. Duties of the Treasurer shall include:

- Serving as a member of the Executive Committee;
- Serving as Chair of the Finance Committee;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Treasurer.

E. Duties of the Secretary shall include:

- Serving as a member of the Executive Committee;
- Signing all bank resolutions;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Secretary.

Section 6.3 – Terms of Board Officers

The term of office for the Board Chair, Vice-Chair, Treasurer and Secretary shall be for one (1) full year, from July 1 through June 30.

Board Officers shall serve no more than two (2) consecutive terms of one (1) year each in the same office, if re-elected, provided that the time in office does not exceed the limits of their term of membership on the Board. After two (2) consecutive terms, the Officer shall then step down from their position for a minimum of one (1) year, although he or she may continue to serve as a Board member, or in another office.

The time which an Officer is appointed to serve the remainder of an unexpired term shall not count towards the Officer's two (2) consecutive terms.

The 2nd Vice-Chair is not subject to the Officer term limits specified herein.



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