

16th District PTA Board Nominating Form

In accordance with 16th District Bylaws, the following criteria must be met to be eligible for a Board Position:

- only members of a local unit in good standing in this district shall be eligible to hold office;
- each district officer shall be a member of a local PTA/PTSA within this district;
- a person shall not be eligible to serve as President unless he/she has served as a President at a local unit in good standing or have served at least one (1) year on the District Board of Directors.

Name: _____

Address: _____

Phone Number: _____

Email: _____

Position - please put an X in the box of the interested office (s):

<input type="checkbox"/>	President	<input type="checkbox"/>	1st Vice President
<input type="checkbox"/>	2nd Vice President	<input type="checkbox"/>	Recording Secretary
<input type="checkbox"/>	Corresponding Secretary	<input type="checkbox"/>	Treasurer

Why you are running for the position/qualifications:

Previous or Current Commitments/Offices:

Please mail or email forms to:

Cathie Lydon 2449 Dogwood Trace Blvd Lexington, KY 40514
cathielydon@hotmail.com

From the 16th District Bylaws:

ARTICLE VIII: DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of the association and the Executive Committee Board; shall coordinate the work of the district; extend PTA work into all parts of the district; submit a report for inclusion in the annual report of the State PTA; shall be a member ex-officio of all committees, except the nominating committee. The President or an alternate (elected by the Board of Directors), shall serve on the Kentucky PTA Board of Directors.

Section 2. The Vice-President(s) shall act as aide(s) to the President and shall, in their designated order, perform the duties of the President in the absence or inability of that officer to act. The First Vice-President is responsible for assisting the President in all duties. The Second Vice-President is responsible for District Membership.

Section 3. The Recording Secretary shall record the minutes of all meetings and shall keep an accurate roster of the names of the local PTAs in membership, the names and addresses of local PT A Presidents, and the names and addresses of the members of the District Executive Committee and Board.

Section 4. The Corresponding Secretary shall conduct all correspondence of the association; shall send the name and addresses of newly elected District officers to the state office; shall send out notices for all District meetings; and coordinate the newsletter.

Section 5. The Treasurer shall have custody of all of the funds of the District; shall collect and keep a full and accurate account of all monies of the District; shall payout funds only as authorized by the President, Executive Committee, Board of Directors or District; and shall present a financial statement at each meeting of the District. The books of the Treasurer shall be examined annually by an auditor or a district auditing committee of not less than three (3) members, which, satisfied that the Treasurer's annual report is correct, shall sign a statement to that effect at the end of the report. The auditing committee shall be appointed by the Board of Directors at least thirty (30) days before the final yearly meeting. Any reimbursement to any PTA member requires the proper receipt or copy thereof; and all checks require two signatures from among the Treasurer, President, and I ~ Vice-President.

Section

6. All officers shall perform the duties outlined in these bylaws and those assigned from time to time. Upon the expiration of the term of office or in case of resignation, each officer shall deliver to their successor all records, books and other materials pertaining to the office within 30 days following the meeting at which the successors are elected.