



Election Nomination Form

FRTR Members should use this form to nominate themselves or other Club Members for positions on the Board.

Ballot positions in 2024 are the four (4) Executive Officer positions.

- 1. President
- 2. Vice-President
- 3. Treasurer
- 4. Secretary

Terms of office: March 1, 2024, through February 28, 2026

The deadline to nominate is 12:59 PM January 15,, 2024. Nominations received after this date will not be accepted. Elections will be held at the 2024 Annual Meeting in February (date tbd and announced) .

Duties and Responsibilities of the Board of Directors and Executive Officers, as detailed in FRTR’s By-Laws, are listed below.

Please return completed forms to: vicepres@foxrivertrailrunners.org

Terms of office:	March 1, 2024, through February 28, 2026
Name of nominee:	
Desired Position:	
Contact Information:	
What makes you a good fit for the position?	

BYLAWS of FRTR
Highlights
A copy of the full bylaws is available upon request

ARTICLE VI – BOARD OF DIRECTORS

The general membership elects Twelve members to serve as the FRTR board of directors: These are the President, Vice-President, Treasurer, Secretary and Eight elected directors.

A. Board responsibilities.

1. The board is the governing authority and has total oversight over the management of FRTR affairs. It carries out all the objectives and purposes for which the FRTR is organized. This general mandate includes, but is not limited to, setting FRTR policy, financial oversight, strategic planning, fundraising, legal oversight, determining and monitoring the FRTR's programs and services, elevating the FRTR's public image, and leading the FRTR and the country in grass roots running and physical fitness.
2. The board sets policies on all disputes and grievances.
3. The board may delegate to specific officers, employees and committees the powers provided for in these bylaws.

B. Elections.

1. Alternate-year elections. The twelve board members are divided into two groups for election in alternate years:
 - a. Group 1: President, vice president, treasurer, secretary in even numbered years;
 - b. at-large directors are elected in odd numbered years.
2. General rules.
 - a. All nominees for board positions must be members of the FRTR. The president and vice president must be members of FRTR for at least six months prior to election.
 - b. A board member may serve in only one board position at a time, except for the secretary.
 - c. A board member may accept nomination and run for election to another board position without resigning.
3. Terms of office.
 - a. The term for all elected board positions is approximately two years, defined as follows: the term begins on the first day of the calendar month following the initial election and lasts until the comparable day two years hence, when the next convention is held. For purposes of term limits, such terms are considered to be precisely two years.
 - b. An officer or director may be reelected to the same office or to a different office. However, a person can serve as president for a maximum of only four elected terms.
 - c. Consecutive years of service on the board cannot exceed eight years; however, this limit can be extended to as much as 12 years in the special case of a board member who has served 5-8 consecutive years in non-presidential positions and thereafter is elected president.
 - d. After the maximum allowable period of service just described has been fulfilled, there is a mandatory period of being off the board for at least two years before an individual is again eligible to serve on the board.
4. Nominating Procedure.

5. Election process. At the annual meeting, each open position (see VI.C.1 above) is voted on separately and is filled by the candidate receiving a majority of votes cast. When more than two candidates are nominated and a majority vote is not reached on the first ballot, the candidates having the two highest number of votes are put on a ballot for a runoff.

C. Board meetings. Robert's Rules of Order govern the proceedings of all board meetings, when not inconsistent with these bylaws.

1. The board holds at least one regular meeting each year, as called by the president. Additional (special) meetings may be called (a) by the president or (b) at the written request of at least one-third of the board.
2. Each board member is notified in writing of the time and place of a meeting at least ten calendar days prior to the meeting.
3. Quorum. Five board members are a quorum for the transaction of business. The act of the majority of those present and voting is binding.
4. Board members may attend a meeting by telephonic or similar equipment by means of which everyone participating in the meeting can hear each other. A board member participating in a meeting by this means is deemed to be present in person at the meeting.
5. The board may act without meeting in person if consent, in writing, setting forth the action so taken, is signed by all of the board members. The consent must show the board member's signatures.
6. The board, on rare occasions, may need to act quickly on an issue that normally requires a vote by the FRTR general membership. A special meeting of the general membership at such times may not be feasible due to the short notice, expense, etc. Under such circumstances the board may act on the issue only by first getting written consent from member groups' chief officer, via regular mail, email if sent via pdf document showing the signature, or facsimile. The approval must represent a majority of the total votes of the general membership calculated as at the annual meeting. After acting, the board or staff, if delegated, must inform the general membership within seven calendar days.

D. Vacancies. No vacancy created by the resignation of a board member may be filled until the resignation has been submitted in writing to the president.

1. If the office of the president becomes vacant, the vice president may choose to become president to fulfill the unexpired portion of the term. The vice president must decide within seven days after the vacancy occurs. If the vice president declines the position, the vice president convenes a special meeting of the board to elect a person to fulfill the unexpired portion of the term. The meeting must take place within 30 days after the vacancy has occurred.
2. The president fills any vacancy in other board positions with an eligible person, although the board may, by majority vote, overrule any particular choice. That person fulfills the unexpired portion of the term.

E. Removal from Office.

1. As determined by a majority vote of the other board members, an officer or director may be removed from office for:
 - a) missing two consecutive regular board meetings without an excuse approved by a majority of the board;
 - b) illegal (unlawful) activity; or
 - c) not carrying out or fulfilling the duties of the position.
2. The appointed secretary may be relieved of secretarial duties and a different board member assigned to those duties by the president, although the board, by majority vote, may overrule any particular choice.

F. Duties of the president. The president (a) provides leadership to the board by proposing policies and practices, (b) presides at all board meetings and membership meetings, (c) oversees all of the FRTR provisions, objects and purposes, (d) appoints the members (including chairpersons) of committees and task forces (e) recommends to the board the creation and disbanding of temporary committees, (f) is an ex-officio member of each committee except the Nominating Committee, (g) reports in writing with recommendations at the annual meeting, (h) delegates or assigns specific functions or program responsibilities to other members of the board (although the board may overrule any particular such action), and (j) performs all other duties that pertain to the office or that may be specified in these bylaws or specified by the board.

G. Duties of the vice president. In the absence of the president or in the event of the president's disability or refusal to act (as agreed upon by at least a majority of the board), the vice president performs the duties of the president, and when so acting, has all the powers of and is subject to all restrictions of the president. The vice president also discharges such other duties as may from time to time be required of the vice president by the president or by the board.

H. Duties of the treasurer. The treasurer:

1. Ensures that FRTR finances are managed according to generally accepted accounting principles (GAAP) for nonprofits and that funds are secured, deposited, invested, spent and reported according to the board's policies and procedures.
2. Is responsible for timely filing of tax returns.
3. May recommend that any or all of the above duties be delegated to employed staff, volunteers or independent professionals as the board may choose, provided, however, that the treasurer is responsible for oversight of such tasks.

I. Duties of the secretary. The secretary is responsible for: (a) recording the minutes of all board and membership meetings, (b) effectively managing and authenticating the FRTR records, (c) verifying the voting list for the annual meeting, (d) counting ballots at the annual meeting, and (e) all other duties normally associated with the office of secretary. Any or all of these secretarial duties may be delegated to employed staff, volunteers or independent professionals as the board may choose, provided, however, that the secretary remains responsible for oversight of these tasks.

J. Duties of directors. Directors fulfill the functions assigned by the president, the board, and as may be set forth in these bylaws.