

# NEW YORK NEW JERSEY TRAIL CONFERENCE

## NOMINATING COMMITTEE CHARTER

(The Nominating Committee is a Committee of the Corporation)

### Scope of Work

The Nominating Committee is responsible for recommending nominees for election to the Trail Conference's Board of Directors (the "Board"), and for election as Delegates-at-Large. The committee also oversees orientation of new members of the Board.

### Accountability and Responsibility -- The Committee shall be accountable to the Board for:

- Consulting with the Governance Committee and the Executive Director to identify areas of expertise that should be represented on the Board.
- Developing a pool of prospects for future vacancies on the Board, and encouraging such individuals to become substantively involved in the work of the Trail Conference.
- Identifying and conducting interviews with candidates for open positions on the Board.
- Presenting to the Board a list of candidates for election to fill seats for which vacancies exist or are foreseen. The list shall include the qualifications of each candidate and who nominated them.
- Presenting to the Board a list of candidates to fill Delegate-at-Large positions.
- Organizing an orientation procedure for new members of the Board and working with the Governance Committee and the Executive Director or his designee to implement the procedure.
- Posting nominated candidates as specified in the by-laws.

### Membership

- The five members of the Nominating Committee shall be appointed by the Board, and shall include at least two but no more than three members of the Board with the remaining seats coming from the general membership of the Trail Conference. Committee members are eligible to serve for five consecutive one-year terms. The Board Chair shall appoint one of the Committee members to serve as the Committee chair.

### Meetings

- Meetings shall be scheduled as necessary throughout the year. Minutes shall be kept of all meetings. A majority of members (present either in person or by telephone) shall suffice as a quorum, and a majority vote of such members present shall be necessary for action on agenda items.

This charter adopted by the Nominating Committee on November 23, 2015 and by the Board of Directors on December 1st, 2015