



2018 - 2019 IPMA-HR WI CHAPTER BOARD NOMINATION FORM

Current 2017-2018 Board Members

Erika Ryerson - President
Jacquelyn Irving - President-Elect
Dana Denny - Past President
Swantanese Gills - Secretary
Julie Trimbell -Treasurer

Eva Lee - Board Member
John Wiesman - Board Member
Kate Hattery - Board Member
Robert Toomey - Board Member

Terms for **President-Elect, Secretary, and two board members** are ending on June 30, 2018. Nominations are being accepted to fill these upcoming vacancies. Nominate an HR peer or consider running for a board position yourself. Local IPMA-HR Chapters have long played an important role in the growth and development of personnel administration and have been one of the most significant components of organizational strength in IPMA-HR. Board members help shape the future of the chapter and its events, assist in keeping members in touch with HR trends, and promote and foster professional relationships.

The following is a description of all the chapter leadership roles:

PRESIDENT (Filled by Jacquelyn Irving, 2017-2018 President-Elect): The president serves a one-year term as the chapter's chief executive officer after completing a one-year term as president-elect. The president conducts the business of the chapter in accord with the chapter bylaws, presides at all meetings of the chapter and board of directors, and maintains contact with the general membership of the chapter. The president remains on the board for one year as past-president upon completion of his or her term as president. The chapter reimburses expenses for the president to attend the IPMA-HR annual central region training conference.

PAST PRESIDENT (Filled by Erika Ryerson, 2017-2018 President): The past president serves a one-year term after completion of a one-year term as president. The past president shall be a member of the board to help maintain continuity and assist the new President and the board. In the absence of the President and/or President-Elect the past president conducts the business of the chapter in accordance with the chapter bylaws. The Past President is also chair of the Chapter's membership committee.

TREASURER: (Filled by Julie Trimbell, second year of her term): The treasurer is elected to serve a two-year term as the chapter's financial officer. The treasurer executes the financial transactions of the chapter, collects and deposits membership dues and other income, pays all bills approved by the board, maintains accurate records for auditing purposes, and files appropriate tax forms with the IRS. The treasurer prepares a year-end financial statement for submission to IPMA-HR headquarters with the Chapter's annual report. The president also annually appoints an auditing committee to audit the treasurer's accounts, and the report of this committee accompanies the treasurer's annual financial report.

PRESIDENT-ELECT: The president-elect is elected to serve a one-year term as the successor to the president. The ensuing year, the president-elect assumes the role of chapter president. The president-elect serves as the acting president of the chapter for the unexpired portion of the president's term in the event of a vacancy, and prepares for the position of president and becomes familiar with the chapter's leadership and structure. The president-elect must have an active IPMA-HR national membership at the time of their term, and attends the IPMA-HR annual Leadership Conference for national chapter, region, and section leaders. Registration and two nights' lodging expenses for this conference are covered by the National IPMA-HR. All other travel expenses incurred are reimbursed by the Wisconsin Chapter. The President-Elect also serves as chair of the Chapter Programming Committee, organizing our roundtable events and annual training conference.

NOMINATION:

SECRETARY: The secretary is elected to serve a one-year term as the chapter's official recording officer. The secretary assists the president in developing meeting agendas, notifying members of chapter meetings and submitting an annual report of the chapter's activities to the IPMA-HR containing a summary of chapter activities, new officers, and a financial report prepared by the treasurer. The secretary is also responsible for taking and maintaining minutes at board meetings and distributing minutes to the board.

NOMINATION:

CHAPTER BOARD MEMBERS – Two vacancies. Board members are elected to serve **two-year terms**. Board members attend chapter meetings, participate in establishing chapter goals and program planning, serve as sub-committee chairs or on committees as appropriate, and have voting privileges.

Board Position #1 Technology and Social Media - Two year term. This specialized board position will manage the chapter's web site and social media marketing efforts.

NOMINATION:

Board Position #2 (Filled by John Wiesman, serving the second year of a two year term)

Board Position #3 (Filled by Kate Hattery, serving the second year of a two year term)

Board Position #4 Two year term.

NOMINATION:

The chapter board members meet at the call of the President. Board meetings are currently held on a monthly basis to review the activities and events of the chapter, develop plans for future activities, and consider other matters brought to the attention of the board by the chapter officers or chapter membership. At any meeting held for the purpose of conducting chapter business, a quorum shall consist of at least four members of the board of directors.

Submitted by (your name):
Title and Agency:
Phone and Email:

Return completed form by email, mail, or hand deliver by Friday, May 25, 2018, to:

**Erika Ryerson, President
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For more information about the IPMA-HR WI Chapter go to: <http://www.wiscipma.org/>