



## PRSA Miami Chapter Seeks Leaders for 2009

PRSA Miami's Nominating Committee will meet soon to prepare a slate of candidates to fill the 2009 elected chapter positions listed below. The positions of assembly delegate and Accreditation Committee chair require PRSA accreditation (APR). All other elected and appointed positions are open to all chapter members in good standing.

Use the Nomination Form below to nominate qualified chapter members or yourself for open board positions. In the "Willingness to Serve" section, check the committees for which you are willing to volunteer as committee chair or committee member. Please reply by e-mail or fax. The deadline is **Friday, Aug. 15, 2008**.

The Nominating Committee will present its slate of nominees for elected positions to all Miami Chapter members no less than ten days prior to our chapter's annual meeting **Sept. 26, 2008**. Election shall be by majority vote of the members present and voting. Contested elections shall be conducted by written ballot.

For more information on position descriptions, nominations, and the elections process, visit PRSA Miami online at [www.prsamiami.org](http://www.prsamiami.org), click on "About PRSA," then "Bylaws." If you have questions, please contact **Immediate Past President and Nominating Committee Chair Natalia Flores, APR** at [natalia.flores@prnewswire.com](mailto:natalia.flores@prnewswire.com) or 305-318-0276.

## Nominate Yourself or Others for These Positions

### 2009 ELECTED POSITIONS

#### **President-Elect**

The president-elect, in the absence or disability of the president, exercises the powers and performs the duties of the president. The president-elect also generally assists the president and performs other duties as prescribed by the board. The president-elect will assume the office of president in 2010.

#### **Secretary**

The secretary keeps records of all meetings of the chapter and of the board, issues notices of all such meetings and performs all other duties customarily pertaining to the office. The secretary sends copies of the minutes of all chapter board meetings to all board members no later than 30 days after the meeting. The secretary, if assigned by the president, may also be responsible for distributing chapter news and event information.

#### **Treasurer**

The treasurer receives and deposits all chapter funds in the name of the chapter in a financial institution approved by the board, issues receipts, and makes authorized disbursements by check after proper approval by the president or board. The treasurer also prepares the chapter's budget in consultation with the president and the committee chairs for approval at the January board meeting. The treasurer provides financial reports to the board at each regular board meeting and renders an annual financial statement to the chapter's membership.

**Director-at-Large (two positions open for three-year terms, 2009-2011)**

In addition to the four chapter officers and appropriate number of assembly delegates, the board includes six directors-at-large positions. Each director-at-large serves a three-year term. The board supervises, controls and directs the affairs of the chapter, determines its policies or changes within the limits of the bylaws, actively pursues its purpose, and has discretion in the disbursement of funds. It may adopt rules and regulations for the conduct of business as advisable and may, in executing these powers, appoint agents or employees as it considers necessary. The board also acts as trustee of the Ev Clay/PRSA Miami Chapter Endowment Fund, with fiduciary responsibility for protecting its assets. Duties include approving an annual Endowment Fund investment plan, reviewing the previous year's financial activity and determining the level of scholarship funding to be awarded for the year in the first quarter of each year. Each director assumes oversight of one or more committees as assigned by the president and reports committee activities to the board in the absence of the chair(s).

**Assembly Delegate (two positions open for a three-year term, 2009-2011)**

Assembly delegates must be accredited and must have served for at least one year as a chapter officer or director-at-large. Delegates will represent and vote on behalf of the PRSA Miami chapter, with the guidance of the board of directors, during the annual PRSA assembly which takes place a day prior to the start of the PRSA International Conference. Assembly delegates are considered fully-functioning board members with voting rights and, as such, are required to attend monthly board meetings.

**2009 APPOINTED POSITIONS**

**Committee Chairs**

Committee chairs are not elected, but rather appointed by the president-elect. Each committee has one or two chairs that are responsible for preparing a plan and budget to be incorporated into the master budget submitted for the board's approval in January. The chairs report committee activities to the board regularly.

**Returning PRSA Miami Board Members**

**2009 President**

Eloise E. Rodriguez

**Immediate Past President**

Randy McKey

**Directors-at-Large**

Lourdes Almaraz, APR (through 2009)

Fernando Figueredo, APR (through 2009)

Esther Fraser (through 2010)

Jessica Merz, APR (through 2010)

**Assembly Delegates**

Georgina Gonzalez-Robiou, APR (through 2010)

## PRSA Miami 2009 Nomination & Willingness-to-Serve Form

It's time to step up and help lead Miami's PRSA chapter in 2009 and beyond! Furthering our profession through work in our chapter and society builds friendships, contacts and careers. There's no way you can miss by participating. Please note: board positions require attendance at monthly meetings.

Please fill out the following **Willingness to Serve** form, and nominate yourself or someone you know to help lead our chapter. For more detailed information, check out our Web site at [www.prsamiami.org](http://www.prsamiami.org)

**Please complete this form and submit it to Immediate Past President and Nominating Committee Chair Natalia Flores, APR via e-mail at [natalia.flores@prnewswire.com](mailto:natalia.flores@prnewswire.com) or fax at 708-844-3023. If you have any questions with regards to the nomination process, you can call 305-318-0276.**

**Deadline: FRIDAY. AUG. 15, 2008**

Your Name (print) \_\_\_\_\_ Signature \_\_\_\_\_

Phone Number \_\_\_\_\_ Date \_\_\_\_\_

**Nominations:** In the following section, please write the names of chapter members you would like the nominating committee to consider for each position. You may nominate more than one person for each position. If you would like to nominate yourself, please do so by writing "self" on the appropriate line.

President: \_\_\_\_\_ ELOISE E. RODRIGUEZ \_\_\_\_\_

President-Elect: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Director-at-Large (**two** positions open; three-year terms ending 2011): \_\_\_\_\_

Assembly Delegate (**two** positions open; three-year term ending 2011): \_\_\_\_\_

**Willingness to Serve:** Please put a check next to the committees for which you would like to volunteer as a committee member:

- |  |   |
|--|---|
| <input type="checkbox"/> Accreditation           | <input type="checkbox"/> Membership                       |
| <input type="checkbox"/> Awards                  | <input type="checkbox"/> Midweek Mixers/Social Networkers |
| <input type="checkbox"/> College Relations       | <input type="checkbox"/> Professional Development         |
| <input type="checkbox"/> Diversity               | <input type="checkbox"/> Public Service                   |
| <input type="checkbox"/> Endowment               | <input type="checkbox"/> Publicity                        |
| <input type="checkbox"/> Ethics                  | <input type="checkbox"/> Sponsorship                      |
| <input type="checkbox"/> Hispanic Market Section | <input type="checkbox"/> Web Site                         |

List the committees you are willing and able to co-chair: \_\_\_\_\_