

PROCEDURE 16: SUCCESSION AND NOMINATION OF OFFICERS

PURPOSE

To provide a succession plan for the FSAB leadership for maintaining continuity of FSAB management when vacancies occur in leadership positions.

SCOPE

This procedure applies to the succession of the FSAB officers in the event of a vacancy.

PROCEDURE

A. **PRESIDENT.** Should the office of the President become vacant prior to the end of the term of office, the Vice President shall become President *pro tempore*. If the Vice President is unwilling or unable to assume the office of President *pro tempore*, then the Vice President shall direct the Nominating Committee last appointed by the President to nominate a Regular Director(s) for President. A special meeting shall be called by the Vice President for the election of a President *pro tempore*.

B. **VICE PRESIDENT.** Should the office of Vice President become vacant prior to the end of the term of office, or ascends to the position of President *pro tempore*, the Secretary shall become Vice President *pro tempore*. Should the Secretary be unable or unwilling to assume the office of Vice President *pro tempore*, the Treasurer shall assume the office of Vice President *pro tempore*.

C. **SECRETARY.** Should the office of Secretary become vacant prior to the end of the term of office, or ascends to the position of Vice President *pro tempore*, then the Treasurer shall assume the office of Secretary *pro tempore*. If the Treasurer is unable or unwilling to assume the position of Secretary *pro tempore*, then the President shall appoint a Nominating Committee to nominate a Regular Director(s) for Secretary. A special meeting shall be called by the President for the election of a Secretary *pro tempore*.

D. **TREASURER.** Should the office of Treasurer become vacant prior to the end of the term of office, or ascends to the position of Secretary *pro tempore*, then the President shall appoint a Nominating Committee to nominate a Regular Director(s) for Treasurer. A special meeting shall be called by the President for the election of a Treasurer *pro tempore*.

E. **PUBLIC DIRECTOR.** If the position of Public Director on the Executive Committee becomes vacant before the end of the position's term, then the President shall appoint a Nominating Committee to nominate a Public Director(s) from the current Board for a position on the Executive Committee. A special meeting shall be called by the President for the election of an Executive Committee Public Director position *pro tempore*.

F. **IMMEDIATE PAST PRESIDENT.** Should the office of Immediate Past President become vacant prior to the end of the current President's term in office, the position shall remain vacant until the current President, if not term-limited, becomes the Immediate Past President. The designated Public Director on the Executive Committee shall assume the duties of the Immediate Past President.

G. The terms of all Officers and Executive Committee members *pro tempore* shall terminate at the end of the next annual meeting but may be elected to the same or another Officer position if eligible. The term of a *pro tempore* Officer filling a vacant elected Officer's position shall not count against the 4-year term limit for successive terms in office.