

CHARTER

NOMINATING COMMITTEE

Membership

The Nominating Committee (the “**Committee**”) of the US Chess Federation (“**US Chess**”) shall be dually appointed by the Delegates and Executive Board (the “**Board**”) of US Chess. The members of the Committee shall be appointed for two-year terms and shall serve for such term until replaced or until earlier resignation or death. The Board may remove any of its appointed members from the Committee at any time with or without cause. A committee member appointed by the Delegates may be removed by a majority of the committee members appointed by the Delegates at any time with or without cause. Persons seeking election to the Board or who are members of the Elections Committee are not eligible to serve on the Committee.

Purpose

The purpose of the Committee is to assist in the identification of candidates for the Executive Board of US Chess and provide recommendations to the Voting Members of US Chess about the candidates’ potential contributions to the Board.

Duties and Responsibilities

The Committee and its members shall have the following authority, responsibilities, and limitations:

- solicit members to run for election to the Board, taking into account the Board’s Expectations overview and other requirements expressed by the Board and the candidate’s ability to meet all qualifications for the Board;
- advertise for applications, seek, and recruit potential candidates;
- receive, review, and vote upon applications;
- remain active throughout the year to develop a list of potential candidates;
- announce nominations for the Board by December 1 of the year before the board election.

In the event a special election is called, the Nominating Committee will follow the same procedures for a regular election, qualifying candidates at least 30 days before the petition submission deadline.

Structure and Operations

- The Committee shall elect a Chair and Vice Chair by majority vote from among the currently serving Committee members. If the Chair is unable to fulfill his/her duties due to short term unavailability (e.g. illness, work), the Vice Chair shall preside.
- The Chair is responsible for organizing and scheduling at least four (4) meetings of the Committee each year. The Chair shall provide all Committee members at least one week (7 days) of notice before scheduling a meeting.

- All activities and correspondence of the Committee are considered “confidential” business of US Chess. Any information intended for public release by the Committee shall receive a majority approval vote by the Committee before being released. Committee meetings shall not be recorded.
- The US Chess Executive Director (“ED”) will provide use of teleconferencing and collaboration capabilities for Committee business. The ED shall be entitled to attend all meetings of the Committee and shall be included in all intra-committee correspondence. The ED has no vote on any matters being voted upon by the Committee. The ED communicates information to the Committee and serves as a technical advisor with respect to qualification requirements for potential Board members and other relevant information.
- Committee members may not accept gifts, money, or any form of remuneration in exchange for supporting or opposing any candidate seeking nomination.
- Committee members will not actively campaign in support of any Executive Board candidate, nor accept gifts, money, or any form of remuneration in exchange for supporting or opposing any candidate seeking nomination.
- Committee members understand that they must work together to support the overall integrity of the Nominating Committee. Committee members will thus refrain from making any personal attacks individually or in group discussions about any candidate (qualified by the Nominating Committee or not) for the Executive Board.
- Nomination of candidates and other business of the Committee require the approval of a majority of the members of the Committee.

Performance Evaluation

The Committee shall conduct an annual evaluation of the performance of its duties under this charter and shall present the results of the evaluation in the form of a written report to the Delegates. The Committee’s annual report shall be included in the pre-meeting distribution of materials for the Annual Delegates Meeting.

Approved by Executive Board: May 11, 2021