



CGJA Nominations-Elections Committee

Dear CGJA Member,

We are **looking for a few great candidates to run for Director** of CGJA. If you are interested in being a candidate or know of someone who would be a good candidate, we would appreciate hearing from you.

Directors are responsible for the direction of the organization, not its day-to-day operation. To be eligible, a candidate must be a member of CGJA by the membership renewal deadline of July 31.

Two Directors will be elected from each of the three regions for a total of six Directors. Ballots will be sent out to the membership in August.

Please contact us and include the following information about yourself or anyone you think might be a suitable candidate:

Name

County of Residence

Contact Information: phone number and e-mail address

Please send the above information to the following e-mail address:

nominations@cgja.org

You may also contact the Nominations-Elections Committee Chair Catherine McKown at (415) 383-5262.

Candidates should be advised of the following before deciding whether they wish to serve as a CGJA Director. Directors' responsibilities are covered in CGJA Bylaws, Article 6, Section 4. Duties (a) - (g): They are as follows:

It shall be the duty of the Directors to:

- a) Perform any and all duties imposed on them collectively or individually by law or these By-laws.
- b) Prescribe the duties and fix the compensation, if any, of all officers, agents, and employees of the Corporation, except as otherwise provided in these Bylaws.

- 1 c) Supervise all officers, agents, and employees of the Corporation to assure
- 2 that their duties are performed properly.
- 3 d) Meet at such times and places as required by these Bylaws.
- 4 e) Register their address, including any electronic address
- 5 (e.g., e-mail or fax) with the Secretary of the Corporation.
- 6 f) Recommend a slate of candidates to the membership for election every
- 7 year for six (6) Directors.
- 8 g) Elect officers of the Corporation.

9 It is expected that CGJA Directors be active in the organization and serve on at least
10 one of our six standing committees.

11 Directors are expected to attend regularly scheduled monthly/bi-monthly board
12 meetings via teleconference and monthly meetings of selected committee(s), also by
13 teleconference.

14 Directors can and will be removed from the board if they fail to participate for two or
15 three board meetings and offer no notice or reasons for that failure to participate.

16 Directors are required to have some form of electronic communication, preferably
17 email, but as a minimum, a fax machine. As a state-wide board, electronic
18 communication is the only way we can function.

19 Directors have an obligation to avoid personal agendas and put personalities aside in
20 order to properly and fully satisfy their responsibility to serve the best interests of the
21 organization, not personal interests.

22 Directors must become familiar with and be faithful to the organization's missions
23 and goals. Serving on the Board is a rewarding experience, not unlike Grand Jury
24 service itself.

25

26 **Important Dates for Candidates**

27 July 1 Declaration of intent to run for Director (send to: nominations@cgja.org)

28 July 31 Candidate must be a member-in-good-standing

29 July 31 Due date for candidates' statements (200 words or less)

30 Oct 25 Board Retreat at Conference - 2 year term begins

31 If you have any questions/concerns, please direct them to the Nominations-Elections
32 Committee at: nominations@cgja.org or to Chair Catherine McKown at
33 cdmac1@aol.com or call her at (415) 383-5262. She will forward the information to
34 the appropriate committee member who will contact you as well as any other
35 potential candidates that you have recommended.