



ALTS GUILD OFFICER NOMINATIONS 2022-2023

The **ALTS GUILD**, which was established to provide volunteer and financial support to the principal and teachers of **Abraham Lincoln Traditional School**, is seeking parents/guardians who are currently Guild members to fill positions for the following offices for the 2022-2023 school year:

President: The president shall preside over meetings of the organization and executive board, serve as the primary contact for the principal, represent the organization at meetings outside the organization, serve as an ex officio member of all committees except the nominating committee, and coordinate the work of all the officers and committees so that the purpose of the organization is served.

Vice President: The vice president shall assist the president and carry out the president's duties in his or her absence or inability to serve. They also oversee fundraising activities for the Guild.

Treasurer: The treasurer shall receive all funds of the organization, keep an accurate record of receipts and expenditures, and pay out funds in accordance with the approval of the executive board. He or she will present a financial statement at every meeting and at other times of the year when requested by the executive board, and make a full report at the end of the year.

Secretary: The secretary shall keep all records of the organization, take and record minutes, prepare the agenda, handle correspondence, and send notices of meetings to the membership. The secretary also keeps a copy of the minutes book, bylaws, rules, membership list, and any other necessary supplies, and brings them to meetings.

Executive Board Members: Attend Executive Board meetings, vote on items presented at Executive Board meetings, oversee and serve on committees as needed, and assist with Guild sponsored events throughout the school year.

*Officer positions are elected for 1 year terms. Executive Board Members serve 2 year terms.

If you are interested, or would like to nominate someone you think would be a great candidate, please email the GUILD directly at altsguild@gmail.com for a self-nomination form and for more information.

The nominating committee will present a slate of interested candidates at the **April 19th Guild meeting at 7pm**. The submission deadline to be considered for the slate presentation is **Monday, April 19th by 7:00 PM**. However, nominations are accepted up until the May Guild meeting, which is currently scheduled for May 10th.

Thank you,

The Nominating Committee, ALTS Guild