

When the complement of Board members falls below its maximum number (currently eleven), or current members announce they will be stepping down, the Board may initiate a nomination and selection process.

**A. Nominations:**

- Any board member can make a nomination
- An FOC member can request to be considered and a board member make the nomination
- A board member should post a one-paragraph biographical note for the nominee by Board Only email or another electronic means as agreed upon by the Board.

**B. Candidates:**

- Should be involved members of the organization
- Should be introduced to current Board members either at an FOC event or by other means.
- Will provide a short biographical sketch for the board to view
- Should attend one board meeting as a guest and be prepared to discuss skills, resources and motivation for becoming a board member

**C. Process:**

- The Board will review and discuss all nominated candidates at a Board meeting or by email prior to that year's Annual Meeting (November).
- The Board will decide as a group whom to invite to join the Board.
- The Board may decide to fill vacancies at other times of the year, in which case nominations will be invited at least three weeks prior to the next scheduled Board meeting, with nominations reviewed at that meeting, and invitations made subsequently.