

**Governor’s Appointees to the Board – Process Guidelines**

**BYLAWS**

* **II.3** Governor appoints up to 6 directors but no more than 25% of the total number of directors
* **IV.3** Currently the Governor can appoint 4 directors, but not to exceed 25% of the total board
* **IV.6** The term of appointed directors commences upon appointment by the Governor and continues through the end of the Governor’s term or until a replacement is appointed. If the Governor serves more than a 4-year term, he/she may reappoint same directors
* **IV.8** A vacancy in a Governor’s appointee’s position is filled by the Governor until the end of the Governor’s term

**APPOINTMENT PROCEDURE**

* At the beginning of a Governor’s term, The Executive Director will contact the Governor’s representative, currently the Appointments Secretary.
* The Executive Director will provide the number of openings and any information regarding the immediate past appointees who may be willing to continue on the Board and/or candidates who have applied to HM and might be considered by the Governor. The Governor is not held to any of HM’s recommendations in making appointments.
* HM will remain in contact with the Governor’s office until appointees are identified and confirmed.
* If a director position opens up due to the departure of one of the Governor’s appointees, the process begins again, by contacting the Governor’s representative.

**APPOINTEES TERMS and BOARD MEMBERSHIP TRANSITION**

* For a director who is appointed by the Governor, the term on the Board runs through that Governor’s term in office. Appointed directors may be re-appointed at the will of a re-elected Governor.
* While awaiting the Governor’s appointments following an election, HM has the discretion to maintain the immediate past appointed directors until new appointees are named, which may mean that those previous appointees might serve for a few months in the first year of a Governor’s term.

INCOMING

* In the first year of a Governor’s term, the process of appointments happens according to the Governor’s schedule.
* As soon as the Governor identifies new appointees, they begin their terms on the Board, replacing the previously appointed directors.
* Hopefully, in the first year of a Governor’s term, appointees would be available to join the Board no later than the spring meeting.
* New directors are temporarily assigned to Board committees by the Board Chairperson in consultation with the Executive Committee. Committee assignments are then confirmed/changed and approved by a vote of the full Board at the soonest Board meeting scheduled.
* HM Chairperson and the Executive Director work to provide orientation and grants systems training as soon as all new appointees are identified.

TRANSITION

* If a Governor is termed-out, his/her appointees are alerted by the Governance Committee prior to the fall board meeting preceding the statewide election, that their terms will end with the term of the current Governor; they may be asked if they are willing to serve until new appointees are identified (often into the following year through the winter Board meeting).
* If a Governor might be re-elected for a second term in office, his/her appointees are polled by the Governance Committee prior to the fall meeting preceding the statewide election, to see if they would be willing to serve another term should the re-elected Governor wish to do so.
* As best fits the circumstances, appointed directors are honored for their service in their last full Board meeting, which may be the fall meeting prior to the election, or the winter meeting following the election.