

Hi, Folks,

I am pleased to announce that a General Meeting of the R-SPEC membership will be held on **February 15, 2009 at 1 p.m.** (place TBA). At this meeting, elections will be held for the following offices: **Board of Director Members, President, Vice-President, Treasurer, Marketing Officer, Technology Officer, and Secretary.**

Below you will find description of the terms and duties for each office. I encourage you to read them and to nominate yourself for one or more offices. All candidates must be nominated from the floor at the February 15th meeting. If at all possible, please email me at janice.carelo@gmail.com before the meeting to let me know which office(s) you are running for. If you cannot attend the meeting and would like someone to nominate you in your absence, please email me by February 14, 2009 at 5 p.m. No one who is not present at the meeting will be nominated without his or her prior written consent.

Also, only official dues-paying members of R-SPEC may be elected to hold office. If you are not currently a member, you may join at the February 3rd R-SPEC meeting or at the February 15th membership meeting. Or you may email me for information on joining by mail.

If you have any questions about the election, feel free to post general questions to the listserv, or to send a private email to me or to Alicia.

Board of Director Members

The Board sets policy and goals for the group and shall consist of **Directors** who are members of R-SPEC with additional responsibilities and shall meet at least annually at a date, time, and place to be established by the Board. Each Director shall have a one year Term of Office with an unlimited number of terms.

Officers

One individual may hold more than one Office save that, as required under New York State law, one individual may not serve as both President and Secretary. Each Officer shall serve a one-year term. All Officers are charged with carrying out the policies set by the Board.

The **President** shall oversee all group committees and group activities. The President shall have signatory authority for group bank accounts.

The **Vice-President** shall assist the President and will act in the place of the President as needed.

The **Treasurer** shall oversee collection, disbursements, and management of group funds, and will maintain records of fund management. The Treasurer shall have signatory authority for group bank accounts and will work with the Secretary for effective record-keeping.

The **Marketing Officer** shall oversee all marketing and publicity efforts.

The **Technology Officer** shall oversee the group website, the Google Group (r-spec@googlegroups.com), and any other group presence on the world wide web, virtual worlds, such as Second Life, and any other presence on the internet or other cyberspaces as may be created.

The **Secretary** shall keep a list of members, record the minutes of business meetings, take attendance, and record vote counts. The Secretary shall also be responsible for group correspondence and will work with the Treasurer for effective record-keeping.