

**Short-Term Board Member Selection Timeline**

Article IV, Section 4, Provision 4 of the MnSTAC Constitution provides that Short-Term Directors shall be selected by and confirmed at the October meeting of the Board of Directors.

	<b>Task</b>	<b>Assignee</b>	<b>Deadline</b>
1.	Determine upcoming Short-Term Director position vacancies. *	President	March Board Meeting
2.	Establish Ad Hoc Panel to solicit candidate applications and recommend selections for Short-Term Director positions.	Board of Directors	March Board Meeting
3.	Solicit applicants for upcoming Short-Term Director positions (see Section 4, Article IV) Send notice and position description to potential candidates and candidate sources that are representative of the position categories.	Ad Hoc Panel	June Application Deadline Early July
4.	Review submitted applications and recommend respective position selections.	Ad Hoc Panel	August
5.	Contact selected candidates to verify their acceptance (subject to Board confirmation).	Ad Hoc Panel	Early September
6.	Invite selected candidates to attend October Board meeting for introduction and orientation.	Ad Hoc Panel	Early September
7.	Submit selection recommendations to Board of Directors.	Ad Hoc Panel	At least 3 weeks before October Board Meeting
8.	Confirm selection recommendations from Ad Hoc Panel.	Board of Directors	October Board Meeting

\*Verify the intent of Short-Term Directors whose first term will end at the end of the current year and have the option of a second term. Identify Short-Term Directors that will complete their two-year term limit at the end of the current year.

Confirmed selectees can be assigned to Standing Committees at the October Board meeting with their involvement to begin on January 1 following the October meeting.