



2011 Nomination Process

The following information will provide the necessary details for a self-nomination or nominating one of your peers for a position to the 2012 Massachusetts Municipal Management Association Executive Committee. Nominations are now being accepted on the Executive Committee for the positions of President, 1st Vice-President, 2nd Vice-President, Secretary/Treasurer for one-year terms, District 2 & 4 Representatives, and two of the four At-Large Members for two-year terms. The Nominating Committee of the MMMA encourages any ACTIVE member to seek a position for any of the available seats. The MMMA will remain a strong and vibrant organization by having members become active participants within the organization.

In addition to the MMMA seats, it is our turn to nominate a Vice-President for the MMA. This person would then be President for the 2013 year. This is great timing as we will have a manager as president of the MMA when ICMA comes to Boston. The Vice-President of the MMA needs to hold a seat as a District Representative in order to be a voting member of the MMA Board.

We look forward to your participation.

NOMINATING COMMITTEE

The 2011 Nominating Committee is being chaired by John Petrin of Ashland. The other members are Maureen Valente, Sudbury; Kate Fitzpatrick, Needham and Jim Malloy, Westborough.

NOMINATION PROCESS

This packet includes a nomination form, which must be submitted by August 12. Please include an outline of your qualifications and association activities. Members of the nominating committee will then contact potential nominees in order to review their nomination. The nominating committee will meet to prepare a slate of nominees in late August. This slate will be presented to the Executive Committee in early September and all members who expressed interest will be notified that day of their standing. If you were not nominated, you have until September 23 to submit a petition to be placed on the ballot. The petition must be signed by 10 active members. Ballots will be mailed to members by October 7 and must be returned by October 21.

NOMINATION PROCESS TIMELINE

July 20	Nomination Forms Mailed to Membership
August 11	Completed Nomination Forms Due
August	Nominating Committee Meets
September	Nominating Committee Presents Report to Executive Committee
Early September	Mailing of Slate of Candidates & Petition Form
September 23	Deadline for Petition Candidates
October 7	Deadline for the Mailing of Ballots
October 21	Deadline for the Return of Ballots
November 17	Election Results Announced at Fall Conference

BOARD TRACKS

The Executive Committee consists of two participatory tracks. One provides representation to the MMMA and the other provides representation both to the MMMA, and to the Massachusetts Municipal Association. The following describes these tracks.

The first track, internal, consists of the following.

- 1) At-large Member (4)
- 2) Secretary/Treasurer
- 3) 2nd Vice-President
- 4) 1st Vice-President
- 5) President

It is anticipated that members serving in a position within this track will be considered for the next position in the succession. This succession is not memorialized in the Bylaws but is simply utilized as a guide. In essence, these positions provide an order of succession toward the Presidency of the MMMA. It hopefully provides the President with the necessary background to accomplish the tasks required of the position. The 2nd Vice-President, the 1st Vice-President and the President are members of the Massachusetts Municipal Association Board of Directors. Although this track provides executive committee members with exposure to and an opportunity to participate in Massachusetts Municipal Association board policy deliberations, it does not provide a vehicle for succession in the Massachusetts Municipal Association chain of officers.

The second track is provided for in the bylaws of the Massachusetts Municipal Association, of which the MMMA is an affiliate group. Those Bylaws provide for five District Representatives to be elected by each of the four main member groups: managers'; selectmen; mayors'; and councilors' association. These District Representatives are elected for two-year terms.

District Representatives

District representatives will be chosen based on geography, population, and service to and activity in the association. Districts are assigned geographic areas, but are not comprised of towns and/or counties. Therefore, all members will vote for all district representatives.

Below is the criteria for choosing District Representatives:

- Geography – To the extent practicable, the five district representatives will represent a diverse geographic area so that the representative from District 1 will be from a town west of Worcester; District 2 will be outside of I-495; District 3 will be outside Route 128 but inside

I-495; District 4 will be inside Route 128; and District 5 will be South of I-495, Cape Cod or the Islands; Or

- Population – To the extent practicable one district representative will be employed in a community with a population of less than 10,000; three district representatives will be employed in a community with a population greater than 10,000 and less than 40,000; and one district representative will be employed in a community with a population over 40,000; And
- Participation – The five district representatives nominated should have served on an MMMA Committee for not less than three years and attended at least three MMMA meetings during the previous twelve-month period.

The Massachusetts Municipal Association has three officers governing their Board of Directors, President, 1st Vice-President, and 2nd Vice-President. These positions are elected yearly. It is anticipated that the Vice-Presidents will ascend to the next position the following year.

BOARD MEMBER COMMITMENT

Being a member of the MMMA Executive Committee and/or the MMA Board of Directors requires a commitment of time and energy. This commitment must be understood by you, your family, and your community. You are being elected by your peers to represent their interests. This task can be enjoyable and exciting as well as involved and complicated.

We ask that you carefully review this commitment prior to seeking nomination. This commitment entails some of the following. Regular attendance at the following meetings is expected. Perfect attendance is certainly not required nor the norm.

Executive Committee meetings take place prior to or following the monthly meeting of the MMMA. There are sometimes special meetings of the Committee. In all, there are approximately 8-10 Executive Committee meetings per year.

Attendance at the MMA Board of Directors meetings. These occur eight times per year at the MMA office in Boston, followed by the Local Government Advisory Committee with the Governor or his designee. These sessions last from 10:00 a.m. - to 2:00 p.m. The President, 1st Vice-President, 2nd Vice-President and District Representatives are all members of the MMA Board of Directors.

Board members are also asked from time to time to serve on special committees as representatives of the Executive Committee. Members are also asked to take on special tasks or projects.

***Nomination Forms Due
August 11!!***