NATIONAL ASSOCIATION OF BENEFITS AND INSURANCE PROFESSIONALS

ALASKA CHAPTER

POLICY & PROCEDURES

POLICY TITLE: Annual Meeting Policy

MOTION:

SECONDED:

SUBMITTED:

DATE APPROVED:

DATE REVISED:

APPROVED BY:

**PURPOSE:** To formalize NABIP Alaska’s annual meeting timing.

**PROCEDURE(S):** The following timeline shall be followed as it pertains to NABIP Alaska’s annual meeting.

1. The annual meeting will be held in May each year.
2. The President shall appoint a Nominations Committee in February to solicit and receive nominations and prepare a slate of candidates.
3. The slate of candidates shall be distributed to the membership 30 days prior to the date of the annual meeting.
4. The nominations committee shall have general charge of the distribution, collection and counting of ballots and reporting of results.
5. Installation of officers may occur at the annual meeting upon the report of election results.