



NAAEI GOVERNANCE POLICIES
Approved by NAAEI Board December 13, 2007
Updated to Reflect November 13, 2014 NAAEI Bylaws Change

I. ELECTION OF NAAEI OFFICERS* (PRESIDENT AND VICE PRESIDENT):

Procedure:

1. NAAEI prior past-President will serve as Chair of the NAAEI Nominating Committee and request nominations from members of the NAAEI Board by emailing a Call for Nominations.
2. NAAEI Officer Nominations are due before the June NAA Education Conference.
3. Those who are nominated and agree to submit an application will be presented to the NAAEI Board at June NAAEI Board of Directors meeting.
4. Nominees are emailed an NAAEI Officer Application.
5. Those nominated must complete the NAAEI Officer Application and return them to NAAEI.
6. NAAEI Nominating Committee Chair reviews each application for completeness.
7. NAAEI Board is emailed completed applications and an electronic ballot.
8. Nominees are informed about election results before results are sent to the NAAEI Board.
9. Election results are emailed to the NAAEI Board.
10. Incoming NAAEI President, Vice President and Secretary/Treasurer are installed at NAA Installation Dinner during Assembly of Delegates meeting.

**NAAEI Secretary/Treasurer is immediate past-Treasurer of NAA.*

II. NAAEI BOARD COMPOSITION

NAAEI Board will be composed of up to members representing the following constituencies:

NAA

1. NAA Chair-Elect
2. NAA Vice Chair (will serve as Secretary/Treasurer of NAAEI)
3. NAA President
4. NSC President
5. AEC President

NAHMA

6. NAHMA President or Executive Director

NAAEI

7. NAAEI President
8. NAAEI Vice President
9. NAAEI Immediate Past-President
10. NAAEI Prior Past-President
11. NAAEI Executive Vice President (Ex-Officio)

Investors (Up to 13 Investors will have seats on the NAAEI Board, as investment dollars are paid and spent, these seats and terms may change)

12. Seat 1
13. Seat 2
14. Seat 3
15. Seat 4
16. Seat 5
17. Seat 6
18. Seat 7
19. Seat 8
20. Seat 9
21. Seat 10
22. Seat 11
23. Seat 12
24. Seat 13

Residential Property Management Professor

25. Post-Secondary Property Management Educator

Regional Representatives Elected by NAA Regions (2-Year Terms served by Owner/Manager Members)

26. Region I
27. Region II
28. Region III
29. Region IV
30. Region V
31. Region VI
32. Region VII
33. Region VIII
34. Region IX
35. Region X

Association Executive Council Representatives Elected by AEC (2-Year Terms served by Association Executives)

36. AEC 1
37. AEC 2
38. AEC 3
39. AEC 4

NAAEI Regional Representatives will be elected in odd and even years using the pattern established by NAA to elect Regional Vice Presidents.

At Large Board Member Appointed by NAAEI President (1-year Term)

40. At-Large Board Member

If the total number of people on the NAAEI Board is less than 40 people, the NAAEI President may appoint one additional At-Large Board Member.

III. NAAEI EXECUTIVE COMMITTEE

The NAAEI Executive Committee shall be composed of: NAAEI President, NAAEI Vice President, NAAEI Secretary/Treasurer, NAAEI Immediate-Past President, Apartment Career Committee Chair, Curriculum Development Committee Chair, Program Administration Committee Chair, NAA Chairman, NAA President and NAAEI Executive Vice President.

The NAAEI Executive Committee may act on behalf of the NAAEI Board between NAAEI Board meetings. The NAAEI Board shall ratify any actions of the NAAEI Executive Committee at the last NAAEI Board meeting of the year.

IV. COMMITTEE CHAIRPERSONS

NAAEI President will appoint the Chairperson of the Following Committees* from members of the NAAEI Board:

- Apartment Careers Committee
- Program Administration
- Curriculum Development

** Budget and Finance Committee Chair will be NAAEI Secretary/Treasurer*

V. COMMITTEE MEMBERS

Those wishing to serve on a NAAEI committee may indicate their interest by contacting NAAEI. The NAAEI President and Vice President will consider those who expressed interest and recommend the appointment of up to 20 members to each committee for a one-year term. In the interest of achieving national representation, the NAAEI President and Vice President will consider regional and Association Executive representation when making appointments.