

**WOMEN LAWYERS' ASSOCIATION OF GREATER ST. LOUIS  
NOMINATING PETITION**

**Deadline: Forms must be received by 5:00 p.m. on May 31, 2011**

Current members of WLA may nominate themselves or other members for WLA board positions. You may nominate the same person for more than one office; you may nominate more than one person for the same office. Nominees to more than one office will be asked to choose one office for which they would like to run. Please include the address and telephone number for each person nominated.

Officers and board members are expected to attend monthly Board meetings, typically held from 11:30 a.m. to 1:30 p.m. on the third Wednesday of every month, as well as occasional special meetings. They are also expected to attend a mandatory orientation meeting (2 hours) at the beginning of the term and board retreats (4 hours) in the fall and spring. Further, they are expected to perform various other duties as defined for each office.

Candidates' names will appear on the ballot in alphabetical order. Nominees will be contacted to determine whether they accept the nomination and to sign a commitment statement prior to their names being placed on the ballot.

President-Elect

Name/Address/Phone No./Email Address: \_\_\_\_\_

\_\_\_\_\_

Vice-President

Name/Address/Phone No./Email Address: \_\_\_\_\_

\_\_\_\_\_

Secretary

Name/Address/Phone No./Email Address: \_\_\_\_\_

\_\_\_\_\_

Board-Member-At-Large (six positions)

Name/Address/Phone No./Email Address: \_\_\_\_\_

\_\_\_\_\_

Name/Address/Phone No./Email Address: \_\_\_\_\_

Name/Address/Phone No./Email Address: \_\_\_\_\_

Name/Address/Phone No./Email Address: \_\_\_\_\_

Name/Address/Phone No./Email Address: \_\_\_\_\_

Name/Address/Phone No./Email Address: \_\_\_\_\_

**Member Submitting the Nomination:**

Name/Address/Phone No./Email Address: \_\_\_\_\_

**Return Petition by Mail or Email**  
**Women Lawyers' Association of Greater St. Louis**  
**PO Box 1428**  
**St. Louis, MO 63188**  
[kporter@midwestlitigation.com](mailto:kporter@midwestlitigation.com)

**RETURN BY MAY 31, 2011 (no later than 5:00 p.m.)**

## WLA BOARD POSITION INFORMATION

The following positions on the WLA Board will be filled by election. The organization needs committed members to volunteer their time and energy for the good of the organization. Please review the following descriptions of positions when considering running for office.

President-Elect: shall oversee preparation of the monthly newsletter and be responsible for any and all duties pertaining to the business of the organization as may be prescribed by the Board of Directors. The President-Elect shall assume the position of President in the following year.

Vice-President: shall be responsible for the development and operation of all social and educational events for the year as directed by the President and President-Elect and prescribed by the Board. The Vice-President shall be assisted by all other Board members, and specifically by the members-at-large.

Secretary: shall keep a record of the proceedings of all meetings and of all other matters of which the organization deems that a written record is advisable; shall conduct the correspondence of the organization as prescribed by the Board. The Secretary shall keep the corporate minutes, notify Board members of their election, keep a roll of all members and issue notices of all meetings.

Treasurer: shall collect and disburse the funds of the organization in a timely manner under direction of the Board; shall keep regular monthly accounts and shall be responsible, with the President, to provide a yearly budget. The treasurer shall report to the organization at least annually and shall report to the Board as often as requested. Treasurer is a two year term.

Board Members-at-large: (six positions); shall organize and arrange the social and educational activities of the organization and be primarily responsible for seminars and other function responsibilities to which they are assigned. Each Board member-at-large must take charge of at least one program per year, and serve as a Board liaison to a committee. Each member-at-large shall be responsible for one or more of the following committees: newsletter, legislative, holiday party and charity auction, mentorship, scholarship, membership/directory, golf tournament, public relations/media, and development.

For further information, please refer to the bylaws, available on the WLA web page or upon request to the board.