

June 30, 2019

Dear AIG Members:

As the Secretary for the Association of Inspectors General, it is my responsibility to notify the membership of this organization that **FOUR (4)** vacancies will exist for the Board of Directors as of December 31, 2019. These vacancies have been declared in accordance with the Association's Bylaws and constitution.

The purpose of this letter is to provide the membership with information concerning the nominations and election processes that will be used to fill these Board vacancies. Please note that you **must** be a member in good standing in the national organization in order to participate in the election, either as a nominee/candidate or as an elector.

- 1) Any member may nominate a member of the Association of Inspectors General (national organization) to serve as a candidate(s) for the vacant positions on the Board of Directors. Chapter only members **may not** be nominated and may not nominate either themselves or others.
- 2) A member may nominate himself or herself. A member may also nominate more than one individual.
- 3) A nominee for the Board of Directors **is required to have completed at least one year of national membership in the AIG, and must be a member in good standing; dues for the current membership year (2019/2020) must be paid in full at the time a member is nominated** for candidacy.

To place a member in nomination, please use the **Recommendation and Nomination Form** that accompanies this letter. Complete a separate form for each person you wish to nominate. In addition, **each nominee shall prepare a brief (no more than one page) biographical sketch**, which outlines the nominee's experience and expertise to serve on the Board of Directors. Resumes or similar documents will **NOT** be accepted. **The biographical sketch shall be notarized. DO NOT submit photos.**

Both the Recommendation and Nomination Form and the biographical sketch documents should be returned to me by mail or by email. **Nominations must be received by AUGUST 2, 2019**, at 5:00 p.m. (EST), by **Lora L. Manon, Secretary, Association of Inspectors General at 803 S. Beech Street, Bryan, Ohio, 43506.**

Electronic submissions may be sent to **Lora.manon1@gmail.com**. **Nominations received after AUGUST 2, 2019 at 5:00 p.m. will NOT be considered valid, and will not be accepted or considered.** Likewise, nominations submitted to any other address or email address, including the Association office will not be accepted, and will be considered invalid.

All members eligible to vote will receive an electronic ballot shortly after the meeting of the Nominating Committee, which will occur on or before September 14, 2018. All ballots must be voted promptly and in accordance with the instructions provided with the ballot.

The AIG 2019 Annual Meeting of the Members and the Fall Meeting of the Board of Directors will be held on September 24, 2019, prior to the start of the Fall Training Conference which will be held in Palm Beach County, Florida. The results of the election will be announced at the Annual Meeting.

All elected members of the Board of Directors serve a three year term. The term of office for those selected during this election begins on January 1, 2020. All members of the Board of Directors are expected to attend Board meetings; in the event that a member is absent for more than two (2) consecutive meetings, his or her position will be declared vacant. The Bylaws also require that any member elected to the Board of Directors must attend at least one of the two Board meetings that occur following his or her election to the Board.

If you have questions about this matter, please contact me by telephone at my cellphone at 419-266-4212.

Sincerely,  
Lora L. Manon,  
Secretary  
Association of Inspectors General