

SOUTHEAST, INC.

Area: Board of Directors
Subject: Nominating Committee

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SE Doc#: 01.02.03.03

Effective Date: 12/20/1978
Issue/Revision Date: 8/19/19
Reviewed Date: 11/01/10
Supersedes: 9/12/16 04/01/94, 11/27/00, 05/06/02, 04/05/04, 9/12/16
Approved by: Board of Directors
Signatory: Chief Executive Officer

NOMINATING COMMITTEE

PURPOSE:

To describe the duties and responsibilities of the Southeast Board of Directors' Nominating Committee.

PROCEDURES:

The Nominating Committee will:

1. Meet at least annually, whenever the Board has Director openings, and upon the call of the committee chairperson, Executive Director, or President of the Board.
2. Perform continuous review of Board's membership to assure continuity of occupancy of all Board of Directors' positions authorized under Southeast's By-Laws, Articles of Incorporation, and other regulatory board membership composition requirements.
3. Recruit, evaluate and select candidates for Board membership and submit recommendations for appointment to the full Board for review and appropriate action and insure that all Federal, State, and County rules and regulations are complied with regarding governance structure and balanced representation.
4. Prepare and submit to the Board of Directors, at least 30 days prior to the annual meeting of the Board, a recommendation for Board Officers and a slate of recommended candidates for appointment to the Board.
5. Monitor the attrition of Board membership, making recommendations for appointment of replacement members.

RESPONSIBILITIES:

Board of Directors Nominating Committee