Appointment of Board Members at Large

Approval Date: June 20, 2026

Authority and Responsibilities: Members of the Board will seek qualified nominees willing to serve on the Board.

> **Bylaws, Article IV, Section 2.** Membership of the Board shall reflect the diversity of the general membership of the Council, insofar as feasible. In addition, the Board shall appoint new members that broaden the Board's range of competencies and backgrounds; assure an appropriate continuity and turnover of Board membership; and provide that new Board members will be willing to accept officer roles and tasks needed to support the Council and its functions.
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> **Bylaws, Article V, Section 8.** Board Member at Large. Board Members at Large are those serving on the Board who are not elected officers. Vacant Board Member at Large positions shall be filled by appointment with a majority vote of the Board.

Qualifications of Board nominees include, but are not limited to, a combination of various factors, including:

- Dedication to conservation;
- Knowledge of the desert tortoise and its habitats;
- Skills in organizational, administrative, and financial management;
- Previous attendance at Council symposia and workshops;
- Ability and willingness to regularly attend Board meetings and take on tasks as requested;
- Experience implementing the Council's priorities and needs that are inadequately met or unmet with current Board members;
- To enhance diverse representation on the Board, consider State of residence, age, gender, professional affiliation, and employment in relation to other Board members; and
- Expectation to serve in officer capacity.

Procedures for Consideration of Nominees for Board Membership

1. A prospective nominee may be solicited by a Board member or come forward on their own initiative;
2. A prospective nominee discusses the responsibilities, expectations, and duties of Board service with current Board members.
3. The prospective nominee acknowledges that there are multiple ways to serve the Council in addition to Board membership, including serving as a committee chairperson or committee member.
4. The prospective nominee notifies the Board Chairperson of their interest in serving on the Board.
5. The Board Chairperson discusses the level of commitment expected of Board members and explains the nomination and application process.
6. The prospective nominee submits a résumé and a letter of intent to the Board Chairperson outlining their qualifications, interest in serving, and commitment to the Council.

7. The Board Chairperson forwards the nominee's résumé and letter of intent to the Chairperson of the Nominating Committee.
8. The Nominating Committee reviews the nominee's qualifications and may conduct discussions or interviews with the nominee, as appropriate.
9. The Nominating Committee evaluates how the nominee's skills, experience, and background align with the current needs of the Board (e.g., financial management, diversity, science and research, grant writing). The Committee then provides a recommendation to the Board Chairperson regarding the most appropriate role for the nominee (e.g., committee member, committee chairperson, Board member, or officer) and whether to continue or discontinue the nomination process.
10. If the Nominating Committee determines that the nominee is not appropriate to serve on the Board at this time, the Chairperson of the Nominating Committee will contact the nominee and explain their decision. When appropriate, the Chairperson of the Nominating Committee will encourage the nominee to serve on a Council committee.
11. If the nomination process is to proceed, the Board Chairperson distributes the nominee's application materials to the Board for review.
12. Following review by the Board of the information provided by the nominee, the Chairperson of the Nominating Committee presents a motion to invite, or not invite, the nominee to meet with the Board.
13. The interview of the nominee may occur during a regular Board meeting or at a special meeting convened for that purpose.
14. Upon approval by the Board, the Board Chairperson extends an invitation to the nominee and schedules time on the meeting agenda, preferably near the conclusion of the meeting, for the interview.
15. During the meeting, the nominee is introduced to the Board and may participate in portions of the meeting to gain a better understanding of Board operations and responsibilities.
16. The interview includes discussion of the nominee's qualifications, interests, experience, and potential contributions to the Board.
17. At the conclusion of the interview, the nominee is excused from the meeting.
18. The Board may continue its discussion and deliberation regarding the nominee following the nominee's departure.
19. If appropriate, the Chairperson of the Nominating Committee presents a motion to appoint the nominee to the Board.
20. Upon approval by a majority vote of the Board, the nominee is appointed as a Member-at-Large of the Board.
21. The Board Chairperson informs the nominee of the Board's decision and any next steps.