



MN NIGP is seeking nominations for its Board of Directors!

Are You Interested in Becoming a Candidate?

Name:	Agency:
Phone/email:	

Please indicate the position(s) you're interested in and return the form

to nominations@mnnigp.org by September 25, 2026.

VICE PRESIDENT: ONE-YEAR TERM. Assists the President with official duties as directed by the President, presides at all Chapter meetings in the absence of the President, and succeeds to the office of President until the next election should the office become vacant. Serves as the Fall Conference Committee Chair and is responsible for planning the Fall Conference.	☐
SECRETARY: TWO-YEAR TERM. Records the minutes of all Chapter meetings and Board meetings, publishes them in the Chapter newsletter, and distributes them at meetings.	☐
GOVERNANCE COMMITTEE CHAIR: TWO-YEAR TERM. Keeps an accurate and current record of all Chapter Bylaws, Articles of Incorporation, Policies, Job Descriptions, Mission Statements, and appropriate forms. Advises Board members and Chapter members on all issues and questions relating to adherence to Chapter Policies and Bylaws. Responsible for obtaining a Purchasing Month Proclamation. Monitors National for any changes to policies and bylaws as they relate to chapters.	☐
MEMBERSHIP COMMITTEE CHAIR: TWO-YEAR TERM. Responsible for developing and maintaining a current roster of all Chapter members, including their names, government units, addresses, and telephone numbers, as well as their affiliation with National. Charged with developing programs designed to maintain members and recruit new members.	☐
PROFESSIONAL DEVELOPMENT COMMITTEE CHAIR: TWO-YEAR TERM. Responsible for coordinating ongoing purchasing-related education to the Chapter membership as identified by the membership through an annual survey. Works with both the National NIGP and the MN Chapter Board to determine what courses to provide as well as dates and locations for such courses.	☐
PROGRAM COMMITTEE CHAIR: TWO-YEAR TERM. Oversees the new program development and monitors existing programs. Initiates and guides program evaluations and facilitate discussions about program opportunities for the chapter.	☐