



Alberta Genealogical Society

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Bringing the past, to the present, for the future.
 Since 1973

IX-C-5 -Nominations for AGS Officers

As prescribed by our bylaws, the AGS Board of Directors and the Nominating Committee invite members to nominate themselves and/or other members for the following positions:

Second Vice President – 2025 to 2027 (two-year term)

Secretary of the Society – 2025 to 2027 (two-year term)

These Officers have important roles on the Board of Directors, the body charged with the governance, direction and policy for the Society. Outlines of the duties for the positions are given overleaf. Committee chairpersons, volunteers and the office coordinator carry out operation and maintenance of the various services provided by the Society.

Candidates for office will be asked to provide a biographical outline and an election will be conducted by a mail-in ballot prior to the Annual General Meeting on April 26, 2025.

To nominate a member for any of the above **two-year positions**, please provide the following information:

Position	2nd Vice President	Secretary of the Society
Nominee (name)		
Acceptance (signature)		
Nominated by (name)		

Additional AGS Board Elections are required:

The Board has filled two positions by appointment per Bylaw 6.1.3. These are effective until our next AGM (on April 26, 2025) and require candidates to complete the 2024-2026 term.

AGS President – 2025-2026 (one-year term)

First Vice President -2025-2026 (one-year term)

(over)

To nominate a member for any of the above **one-year positions**, please provide the following information:

Position	President	First Vice President
Nominee (name)		
Acceptance (signature)		
Nominated by (name)		

Summary of Required Positions

AGS President

The President supervises the affairs of the Society and the Board of Directors, chairs Board meetings and the Annual Meeting of the Society, acts as a spokesperson for the Society and as a signatory on contracts and official Society documents. The President is elected for a 2-year term.

First Vice President

The First Vice-President performs the functions and duties of the President when she/he is unavailable and chairs meetings of the Executive Standing Committee. The First VP may also serve to coordinate and report on activities of some appointed committees.

Second Vice President

The election for the office of Second Vice President is held in years ending with an odd number and is for a two-year term. The Second Vice President chairs the meetings of the Board of Directors in the absence of the First Vice President and performs the functions of the President when the President and the First Vice President are both unavailable. She/he is expected to be familiar with the contents of the AGS Operations Manual, to liaise with selected appointees and committee chairs and report these activities to the Board meeting.

Secretary of the Society

The election for the office of Secretary of the Society is held in years ending with an odd number and is for a two-year term. The Secretary of the Society maintains an adequate and accurate record of the proceedings of all meetings of the Society and Board, has charge of the Seal of the Society and makes the necessary annual reports to government agencies. She/he liaises with selected appointees and committee chairs and reports their activities to the Board of Directors. She/he ensures that the AGS Operations Manual is regularly reviewed and updated and that changes are distributed to all holders of the Manual.

For detailed descriptions of the responsibilities of these positions, please refer to the Alberta Genealogical Society Operations Manual, Section V Number V-30 and V-50.

Please forward all nominations by **January 31, 2025** to
 The AGS Nominating Committee,
 Unit 162, 14315 – 118 Avenue
 Edmonton, AB T5L 4S6
 or to agsoffice@abgenealogy.ca