



SOUTHEASTERN ASSOCIATION OF FIRE CHIEFS

POLICY 2016 – 10/04 INSTALLATION OF SEAFCA OFFICERS

PURPOSE: This policy is established by the Board of Directors of the SEAFCA to define a standard for swearing into office newly incoming members of the Board, re-elected or appointed members and those rising to a higher office.

OBJECTIVE: Observance of this policy will ensure that Board members are entitled to vote in accordance with the Constitution and By-Laws.

POLICY:

- A. All officers and Board members of the Association shall take the Oath of Office at the annual banquet installation ceremony.
- B. Any new incoming Board member or veteran Board member beginning a new term, who is not in attendance at the annual installation ceremony shall be sworn into office by the President during the next regular meeting of the Board (in person or telecon).

Only Board members who have taken the Oath of Office for their current term of service shall be entitled to vote on matters of the SEAFCA.

C. Although the International Director and State Directors are sworn in for a two-year term, all Board members will participate in each installation ceremony (if in attendance) and take the Oath of Office. Swearing in all Board members, even though some may be in the middle of their term, allows all attendees, and especially any new SEAFRC members, to see who represents each state.

Adopted by the Board of Directors on this 4th day of October, 2016

Lisa Moatts, Executive Director

Wallace Possich, Constitution and By-Laws Committee Chair