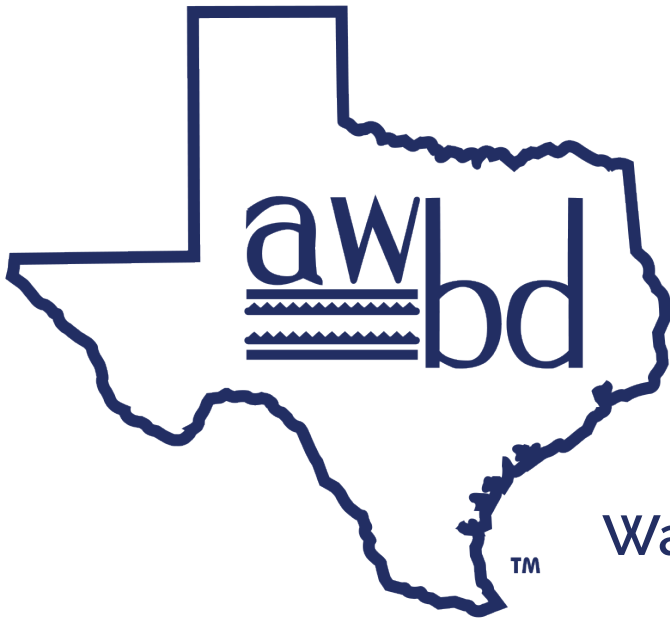


**2023**



Association of  
Water Board Directors - Texas

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# **AWBD Nominating Committee Workshop**

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**January 28, 2023**

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presented by  
the AWBD Nominating Committee

Trisha Frederick, P.E., Chair  
Ellen Hughes, Member  
Sherri Greenwood, CPA, Member



### **Running For Office In The Association of Water Board Directors - Texas**

Deciding to run for office in AWBD is a big decision. In addition to having genuine interest in the Association's mission and membership, candidates must be aware of the serious commitment of time, energy and talent that is required of a member of the Board of Trustees.

Serving as a Trustee means filling a year-round position that demands involvement and hard work. While Trustees are most visible at the Association's major events, the real work is done in monthly Board meetings, committee meetings and in responding to the members you represent. Each Trustee should recognize the importance of a strong membership and actively recruit new members for AWBD.

Unlike members of a utility district Board of Directors, members of the AWBD Board of Trustees do not receive a per diem for attending meetings or representing AWBD. Trustees will receive reimbursement for reasonable expenses incurred in performing AWBD duties and do not have to pay event registration fees.

The reward for being a member of the Board of AWBD comes from a personal commitment to serving the Association and representing its membership.

To run for an AWBD office, a candidate must meet certain eligibility requirements and meet deadlines associated with the election proceedings. These requirements are explained in this material and at the annual Nominating Committee Workshop presented at each Mid-Winter Conference.

In 2023, members will elect Three At Large Trustees and Regional Trustees for the Central Texas and North Texas regions.

For additional information, contact the Nominating Committee through the Association office, 281/350-7090 or 800/597-0122.



## DEFINITIONS

*The following terms and definitions are from the AWBD Bylaws.*

**"Advisory Council"** - Advisory Council shall mean a council of persons duly appointed by the Board of Trustees whose duty shall include rendering counsel and advice to the Board as may be requested, who shall appoint a member to serve as its representative on the Board.

**"Annual Meeting"** - Annual Meeting shall mean the opening general session of the Association's summer conference.

**"At-Large Trustee"** - At-Large Trustee shall mean any Member elected by the entire membership at the Annual Meeting for the At-Large position or appointed by the Board of Trustees as deemed necessary.

**"Board of Trustees" or "Board"** - Board of Trustees or Board shall mean the Board of Trustees, including Regional Trustees and Advisory Council representative.

**"Bylaws"** - Bylaws shall mean these Bylaws of the Association and any amendments and supplements hereto.

**"Districts"** - Districts shall mean conservation and reclamation districts created pursuant to Article 111, Section 52 and Article XVI, Section 59 of the Texas Constitution including, but not by any way of limitation, drainage districts, fresh water supply districts, water control and improvement districts, and municipal utility districts.

**"Immediate Past President"** - Immediate Past President shall mean the person who served as President of the Board of Trustees immediately prior to election of the current President of the Board.

**"Member Representative"** - Member Representative shall mean an elected or appointed representative of a Member of the Association.

**"Region"** - Region shall mean any geographic region created by the Board of Trustees pursuant to these Bylaws.

**"Regional Trustee"** - Regional Trustee shall mean a member of the Board of Trustees who has been duly elected to represent one of the defined geographic regions of the Association.

**"Member"** - Member shall mean any member of the Association as defined in Article IV A. hereof whose membership dues are paid current.



## FREQUENTLY ASKED QUESTIONS

### 1. What is the Board of Trustees?

The Board of Trustees is the governing body of the Association. It consists of the following officers: President, Executive Vice President, First Vice President, Second Vice President, Secretary, Treasurer, a representative of the Advisory Council, Immediate Past President and one Trustee from each of the geographic regions: Gulf Coast, Central, West and North Texas.

### 2. What is the difference between At Large and Regional Trustee positions?

At Large Trustees are elected by a vote of the entire membership. Regional Trustees are elected by vote of the Members of their respective region. In accordance with the Bylaws of the Association, Regional Trustees may not serve as officers of the Board.

### 3. How many positions are open for election each year?

Three At Large and two of the Regional Trustee positions are contested at the Annual Conference of the Association each year. The Regional Trustee positions are staggered so that, at no time, will all four regional positions be open at any one time.

### 4. What are the eligibility requirements to run for a position on the Board of Trustees?

To be qualified to serve as a member of the Board of Trustees, each candidate must have been an active Member Representative of a Member(s) of the Association for at least two years within the last three years prior to nomination for the position. Candidates seeking a regional position must meet additional geographic requirements in that they must be from the region they seek to represent. A Member may nominate only one candidate for the Board of Trustees in any given year.

Candidates must submit an approving Resolution from the Member they represent. Samples of candidate resolutions are included in this material.

### 5. How do I declare my candidacy?

Persons wishing to run either for an At Large or Regional Trustee position must submit a candidate resolution from the Member they represent to the Nominating Committee of the Association no later than 45 days prior to the AWBD Annual Meeting. In accordance with the Bylaws, the Nominating Committee is made up of the Immediate Past President, the President and a representative of the Advisory Council.

The Nominating Committee will review all candidates for eligibility and present their names to the Board of Trustees for final certification. Upon certification, the Nominating Committee will draw candidates' names for position on the official ballot.



## **6. How do I get my picture in the *Journal*?**

Because of publishing deadlines, candidates who wish to have their pictures and candidate statements published in the pre-Annual Conference issue of the AWBD *Journal* should submit a Candidate Information Form and Photo to the AWBD office by the stated deadline for inclusion in the *Journal*. This date changes annually. See the listing of important dates for AWBD Trustee candidates or contact the Office for the current deadline date. A candidate may run for office without having a photo or information published in the *Journal*. If a photo is submitted electronically, it must be in jpg format with minimum 300 dpi resolution.

## **7. Are there any restrictions on campaigning?**

AWBD has adopted a set of campaigning regulations which are included with this material. Active campaigning at the Annual Conference may begin at 1:00 p.m. on Thursday at the Annual Conference site. It concludes immediately following the General Session of the Annual Conference on Friday morning. Candidates each make a speech of no more than three minutes to the General Session; candidates speak in ballot order.

No campaigning is permitted within 25 feet of the Conference Check In area. No campaign material may be posted at the conference site.

Violations of the regulations may result in the removal of a candidate's name from the ballot.

## **8. When will voting take place?**

The polls open immediately following the conclusion of the opening General Session of the Annual Conference. Voting is done by secret ballot. Each Member of the Association should designate the name of the person authorized to cast its ballot and that person's name should be reported to the Association Office.

Members may vote for up to three At Large candidates and for one Regional Trustee candidate from their region. Proxy votes are not allowed.

Voting concludes in mid-afternoon and votes are tallied under supervision of the Advisory Council. Winners are determined by simple majority. Voting results are posted in the Conference Check In area and the results are announced at the concluding luncheon of the Annual Conference.

## **9. What if there is a tie?**

In the case of a tie vote among candidates receiving the most votes, a runoff election by secret ballot will be held prior to the conclusion of the Annual Meeting.



**10. Can there be write-in candidates?**

Yes, the Bylaws of the Association provides for write-in candidates. Official ballots provide enough space for write-in candidates. However, write-in candidates must meet the qualifications and restrictions as set forth in Article V A. 1 of the Bylaws and must have an approving resolution. Persons who desire to be write-in candidates should identify themselves to the Executive Director as soon as possible, but not later than 12 noon on Thursday, the opening day of the Annual Conference.

**11. When does the Board of Trustees elect officers?**

The Board will meet to reorganize as soon as possible following the certification of the election results. Officers of the Board of Trustees are elected by a vote of those duly elected Trustees. The Advisory Council has one vote, as well. The organization of the Board takes effect immediately following the election of officers.

**12. How long may a member serve as a Trustee?**

No member of the Board of Trustees may serve more than three consecutive two-year terms in office.



## IMPORTANT DATES FOR AWBD TRUSTEE CANDIDATES

### January 28

Nominating Committee Workshop

### April 7

Deadline for Candidate Information Form and candidate photo  
Form and photo must be received in AWBD Office by 4:30 p.m.  
Electronically submitted photos must be jpg format, minimum 300 dpi resolution

### May 9

Deadline for Resolutions nominating candidates for AWBD Trustee positions  
Resolutions must be received in AWBD office by 4:30 p.m.

### May 9

Certification of candidates and finalization of ballot position by Nominating  
Committee

### May 10

Nominating Committee presents slate of Candidates to the Board of Trustees.

### June 22

Campaigning opens at the 2023 Annual Conference in Corpus Christi at 1:00 p.m.

### June 23

Candidate speeches at the opening General Session of the 2023 Annual  
Conference

Campaigning concludes at end of General Session

Voting by AWBD delegates

### June 24

Introduction of 2023-2024 Trustees at concluding luncheon of Annual Conference  
AWBD Board Meeting at the conclusion of conference to elect officers

### July 12

New Trustee Workshop – AWBD office

### Aug 3-6

Trustee Planning Session – Lakeway Resort and Spa; 101 Lakeway Dr Austin TX



## CAMPAIGNING REGULATIONS

### Candidate Information

- Will be published in the *Journal* and in the Annual Conference Notebook.
- Candidate statements are limited to a maximum of 75 words, as stated on the Candidate Information Form. Statements must not exceed 75 words in length. **Anything in excess of 75 words will be deleted.**
- Candidate Information Forms must be received by AWBD no later than April 7, 2023 to guarantee printing in the *Journal*. Electronically submitted photos must be in jpg format at a minimum 300 dpi resolution.

### Campaigning At The Annual Conference

- Campaigning at the Annual Conference will begin at **1:00 p.m. on Thursday** and will conclude immediately following the Conference General Session on Friday morning.
- No campaigning is permitted within 25 feet of the Conference Check In area.
- No campaign material may be posted at the Conference site.
- No campaigning is permitted at the Conference site after the conclusion of the General Session on Friday morning.
- Candidates will address the General Session on Friday morning. Speeches will not exceed three (3) minutes. If the candidate is unable to speak, no speech will be given. All candidates' information will be in the Conference Notebook.
- Candidates will speak in the order their names appear on the ballot.

### Violation

- Any violation of these rules may result in the removal of a candidate's name from the ballot.





***SAMPLE RESOLUTION***

**RESOLUTION NOMINATING I. M. CANDIDATE  
TO THE BOARD OF TRUSTEES OF THE  
ASSOCIATION OF WATER BOARD DIRECTORS - TEXAS**

WHEREAS, I. M. Candidate ably has served on the Board of Directors of Well Run MUD (the "District") since April 1, 2006; and,

WHEREAS, I. M. Candidate has demonstrated knowledge of and expertise in all aspects of the powers, duties, and functions of municipal utility districts; and,

WHEREAS, the Association of Water Board Directors - Texas ("AWBD") is an organization dedicated to the goal of enhancing the ability of water board directors to better serve their water districts; and,

WHEREAS, the District has been a member of the AWBD since May, 1998; and,

WHEREAS, I. M. Candidate has participated actively in AWBD activities since May, 2002; and,

WHEREAS, the Board of Directors of the District has determined that I. M. Candidate is of good character and good judgement, possesses the necessary qualifications to serve as a member of the Board of Trustees of the AWBD and would be an asset to the AWBD and its member water districts as a member of the Board of Trustees of the AWBD; Now,

Therefore,

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF WELL RUN MUNICIPAL UTILITY DISTRICT THAT:

I. M. Candidate is hereby proudly nominated and strongly endorsed for membership on the Board of Trustees of the Association of Water Board Directors - Texas.

PASSED AND APPROVED this 9th day of March, 2023.

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Watta Goodperson  
President, Board of Directors

ATTEST:

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Mee Too  
Secretary, Board of Directors

SEAL OF THE DISTRICT



**SAMPLE**

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS           §

§

THE COUNTY OF CHOICE       §

We, the undersigned members of the Board of Directors of Well Run Municipal Utility District, Choice County, hereby certify as follows:

1. The Board of Directors of Well Run Municipal Utility District convened in the regular session on the 9th day of March, 2023, at the regular meeting place within the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to wit:

Watta Goodperson	President
I. M. Candidate	Vice President
Mee Too	Secretary/Treasurer
M. Peccable	Asst, Vice President
Al Wayslate, II	Asst. Secretary/Treasurer

and all of said persons were present except Director(s) Wayslate , thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

**RESOLUTION NOMINATING I. M. CANDIDATE TO THE BOARD OF TRUSTEES  
OF THE ASSOCIATION OF WATER BOARD DIRECTORS - TEXAS**

was introduced for the consideration of the Board. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, the motion, carrying with it the adoption of the Resolution, prevailed and carried by the following vote:

AYES Four (4)           NOES None

2. That a true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Resolution has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that the public notice of the time, place and subject of the meeting was given as required by V.T.C.A. Government Code, Chapter 551 and Section 49.063, Texas Water Code, as amended.

SIGNED AND SEALED the 9th day of March, 2023.

\_\_\_\_\_  
Secretary  
SEAL OF THE DISTRICT

\_\_\_\_\_  
President



## AWBD Texas Regions:

**Region 1 - Gulf Coast**

**Region 2 - Central Texas**

**Region 3 - West Texas**

**Region 4 - North Texas**

AWBD Region	Counties in the Region
<b>Region 1 - Gulf Coast</b>	Aransas, Atascosa, Austin, Bee, Brazoria, Brazos, Brooks, Calhoun, Cameron, Chambers, Colorado, DeWitt, Dimmitt, Duval, Fort Bend, Frio, Galveston, Goliad, Grimes, Hardin, Harris, Hidalgo, Jackson, Jasper, Jefferson, Jim Hogg, Jim Wells, Karnes, Kenedy, Kleberg, LaSalle, Liberty, Live Oak, Madison, Matagorda, Maverick, McMullen, Montgomery, Newton, Nueces, Orange, Polk, Refugio, San Jacinto, San Patricio, Starr, Trinity, Tyler, Victoria, Walker, Waller, Washington, Webb, Wharton, Willacy, Wilson, Zapata, Zavala.
<b>Region 2 - Central Texas</b>	Bandera, Bastrop, Bexar, Bell, Blanco, Bosque, Burleson, Burnet, Caldwell, Comal, Comanche, Coryell, Falls, Fayette, Gillespie, Gonzales, Guadalupe, Hamilton, Hays, Kendall, Kerr, Lampasas, Lavaca, Lee, Llano, McLennan, Medina, Milam, Mills, Robertson, San Saba, Travis, Williamson.
<b>Region 3 - West Texas</b>	Andrews, Armstrong, Bailey, Baylor, Borden, Brewster, Briscoe, Brown, Callahan, Carson, Castro, Childress, Cochran, Coke, Coleman, Collingsworth, Concho, Cottle, Crane, Crockett, Crosby, Culberson, Dallam, Dawson, Deaf Smith, Dickens, Donley, Ector, Edwards, El Paso, Fisher, Floyd, Foard, Gaines, Garza, Glasscock, Gray, Hale, Hall, Hansford, Hardeman, Hartley, Haskell, Hemphill, Hockley, Howard, Hudspeth, Hutchinson, Irion, Jeff Davis, Jones, Kent, Kimble, King, Kinney, Knox, Lamb, Lipscomb, Loving, Lubbock, Lynn, Martin, Mason, McCulloch, Menard, Midland, Mitchell, Moore, Motley, Nolan, Ochiltree, Oldham, Parmer, Pecos, Potter, Presidio, Randall, Reagan, Real, Reeves, Roberts, Runnels, Shackelford, Schleicher, Scurry, Sherman, Sterling, Stonewall, Sutton, Swisher, Taylor, Terrell, Terry, Throckmorton, Tom Green, Upton, Uvalde, Val Verde, Ward, Wheeler, Wilbarger, Winkler, Yoakum.
<b>Region 4 - North Texas</b>	Anderson, Angelina, Archer, Bowie, Camp, Cass, Cherokee, Clay, Collin, Cooke, Dallas, Delta, Denton, Eastland, Ellis, Erath, Fannin, Franklin, Freestone, Grayson, Gregg, Harrison, Henderson, Hill, Hood, Hopkins, Houston, Hunt, Jack, Johnson, Kaufman, Limestone, Lamar, Leon, Marion, Montague, Morris, Nacogdoches, Navarro, Palo Pinto, Panola, Parker, Rains, Red River, Rockwall, Rusk, Sabine, San Augustine, Shelby, Smith, Somervell, Stephens, Tarrant, Titus, Upshur, Van Zandt, Wichita, Wise, Wood, Young.



# Candidate Information Form

(All information must be typed or printed and received by 4:30 p.m., April 7, 2023)

Fill out the information requested below, complete the candidate statement on the reverse side and return to the AWBD Office with your qualifying resolutions and a recent color or black and white photograph which the Association may keep. Mail to AWBD office, 11700 Katy Fwy Ste 450, Houston, TX 77079.

**Information must be received by 4:30 p.m., April 7, 2023**

## ABOUT YOU

Name: \_\_\_\_\_

Member **District** or **Firm**: \_\_\_\_\_  
(Circle applicable one) name of district or firm

County: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Home phone number: \_\_\_\_\_  
Area code / number Area code / number

e-mail address: \_\_\_\_\_

### POSITION FILED FOR (check applicable box)

At Large Trustee     Regional Representative for: \_\_\_\_\_  
Name of region

## BALLOT DATA

My district or firm has been an AWBD member in good standing since \_\_\_\_\_  
Year joined AWBD

**Fill in the appropriate data block below or on reverse side:**

<p><b>- For Members of Boards -</b></p> <p>I have served on the Board since _____ and have held the following offices: <small>(date elected)</small></p> <p>_____ <small>(list offices held on member board)</small></p> <p>I am currently serving as: _____ <small>(title of current board position)</small></p> <p>My term in office expires on: _____</p>
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- For Employees of Member Firms -

I have been employed by \_\_\_\_\_ since \_\_\_\_\_  
(name of member firm) (employment date)  
and hold the position of \_\_\_\_\_

**CANDIDATE STATEMENT:**

**In 75 words or less** in the space below, please state why you are running for a position as a member of the Board of Trustees of the Association of Water Board Directors - Texas. Your statement will be published in the *AWBD Journal* with your photograph which you must furnish. If the photo is submitted electronically, it must be in jpg format at a minimum 300 dpi resolution. The Association assumes no responsibility for the accuracy of the information provided and reserves the right to edit for space limitations.

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