

WTS Iowa Members,

It's hard to believe that we are nearing the end of 2023 and the time has come to elect members to our Board of Directors. We are very thankful for the commitment that our current board members have made to continue the development of the Iowa chapter and to grow our membership. Board members' roles are an excellent leadership opportunity to expand your skills, develop close relationships, and to support the advancement of women in the transportation industry. Nominations for the new WTS Iowa Board of Directors for the 2024 term are being accepted for WTS Iowa members in good standing. Please take the time to propose a candidate who will be an outstanding leader or nominate yourself for a position where you would like to contribute. If you are not ready for a board member position but would like to join one of our committees, we are looking for members to get involved in committee roles as well.

The nominations period opens October 23, 2023. **Your nominations must be submitted by Friday, November 6, 2023 at 5pm.** You may submit more than one nomination. Descriptions of the board member responsibilities and related criteria are included on the pages that follow.

The WTS Iowa Nominations Committee will verify chapter membership and contact each nominee to confirm acceptance of the nomination. The Committee will then prepare electronic ballots and distribute them to the chapter membership via email for voting in November. Please note that a member may run for only one office in this election.

**Nomination Submittal Requirements:**

Please email your nominations to [wts.iowa@gmail.com](mailto:wts.iowa@gmail.com) via the Google Forms link: [WTS Iowa Board of Directors Nominations](#) by 5 pm on Monday, November 6, 2024.

If you have any questions or need any additional information, please contact me at (515) 230-8981 or [Eva.Green@Foth.com](mailto:Eva.Green@Foth.com)

Thank you,

Eva Green  
WTS Iowa President

## **2024 WTS Iowa Board Officers and Directors at-Large Responsibilities**

### **Election**

The WTS Iowa Chapter members shall elect the Board of Directors for terms of office commencing January 1, 2024. The election will be conducted by internet voting November 15, 2023 to November 30, 2023. Any member in good standing as of November 15, 2023 with the WTS Iowa Chapter shall be eligible to hold office.

### **Tenure**

The Board of Directors shall consist of the officers of the Iowa Chapter (President, Vice President, Secretary, Treasurer), the Immediate Past President, and five (5) elected Committee Chairs, and no fewer than three (3) Directors at-Large. No member may hold more than one concurrent office. No officer shall be eligible to serve more than two consecutive terms in the same office. Each member of the Board of Directors must be a member of the WTS Iowa Chapter. The Board of Directors shall have the authority and the responsibility to direct and manage all affairs of the WTS Iowa Chapter not expressly precluded by the bylaws.

### **BOARD OFFICERS:**

These positions shall be held by an active WTS member or known leader in the transportation community with a level of experience and established network to benefit the organization. Previous WTS Board of Directors experience is preferred but not required.

#### **President**

The President shall serve a one (1)-year term ending on December 31, 2024. The former Vice President of the WTS Iowa Board of Directors automatically becomes a candidate for presidency, unless declined. The President will serve as the principal executive officer of WTS Iowa and shall preside at all meetings of the members and the Chapter Board of Directors. The President shall have the power to appoint volunteers to key leadership positions. The President shall represent the Chapter at WTS conferences and engage in proactive succession planning for filling board and committee positions. In general, the President shall perform all duties incident to the office of the President and such duties as may be assigned by the Board of Directors.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

#### **Vice President**

The Vice President shall serve a one (1)-year term ending on December 31, 2024. The Vice President assists the President and presides in the absence of the President or in the event the President is unable to act. When so acting, the Vice President shall have all powers of and be subject to all restrictions upon the President. The Vice President shall perform such duties as may be assigned by the President or by the Board of Directors.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

### **Secretary**

The Secretary shall serve a two (2)-year term ending on December 31, 2025. The Secretary is the guardian of the WTS Iowa records and performs all required reporting to WTS International. The Secretary is responsible for keeping the minutes of all the meetings of the members and the Board of Directors; for notifying members of meetings, providing agendas, meeting minutes and collecting any other pre-meeting materials or reports; for all official correspondence and notices of the chapter in accordance with the provisions of the by-laws; and other such duties as may be assigned by the President or by the Board of Directors. The Secretary works with the communications and membership committee in the development of communications and notices to members.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

### **Treasurer, Finance Committee Chair**

The Treasurer shall serve a two (2)-year term ending on December 31, 2025. The Treasurer shall be responsible and have charge and custody of all funds, accounts, and contracts of WTS Iowa; receive and give receipts for money due and payable to the Chapter; deposit all such monies in the name of the Chapter as approved by the Board of Directors; prepare the Chapter budget, financial reports, and tax forms at the end of each year; and such other duties as may be assigned by the President or by the Board of Directors. The Treasurer chairs the finance committee and works with the sponsorship committee in the development and management of corporate sponsorships.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

## **COMMITTEE CHAIRS/DIRECTORS-AT-LARGE:**

These positions shall be held by an active WTS member or known leader in the transportation community with a level of experience and established network to benefit the organization. Previous WTS committee experience is preferred but not required.

### **Awards and Recognition Committee Chair**

The Awards and Recognition Committee Chair shall serve a two (2)-year term ending on December 31, 2025. The Awards and Recognition Committee is responsible for the development and distribution of the WTS Iowa scholarship program. In addition, the committee is responsible for the nomination process and recognition Iowa WTS' member, employer and woman of the year awards.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

### **Communications Committee Chair**

The Communication Committee Chair shall serve a two (2)-year term ending on December 31, 2025. The Communications Committee is responsible for communication of chapter news and events to membership and potential members through e-newsletters, email, website, and social media. The Communications Committee's goal is to keep all members and interested non-members current on chapter news and events.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

**Events Committee Chair<sup>(1)</sup>**

The Events Committee Chair shall serve a two (2)-year term ending on December 31, 2025. The Events Committee is responsible for the planning and coordination of social and professional events and various outreach activities. The events committee plans and hosts at least four professional events throughout the year that align with WTS Iowa goals and organizes the end of the year gala and fundraiser.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

<sup>(1)</sup>Due to growth of the Chapter, there is an opportunity for the Events Committee to divide into two - Programming (professional events, webinar, etc.) and Special Events (social events, Gala, etc). Timing will be based on Events Committee recommendation.

**Membership Committee Chair**

The Membership Committee Chair shall serve a two (2)-year term ending on December 31, 2025. The Membership committee is responsible for attracting and recruiting transportation professionals to become chapter members. The committee also responsible for membership retention and documenting membership trends and demographics.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

**Sponsorship Committee Chair**

The Sponsorship Committee Chair shall serve a two (2)-year term ending on December 31, 2025. The Sponsorship committee is responsible for obtaining corporate support of the chapter's activities. The committee develops and implements the sponsorship program and its benefits, which provides the financial resources needed for the chapter to carry out WTS Iowa's mission and programs.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

**DIRECTORS-AT-LARGE**

The Board will consist of no fewer than three (3) Directors-at-Large. They shall serve two (2)-year terms ending on December 31, 2025. Directors at Large are tasked with helping position the chapter for growth, ensuring the chapter goals are realistic and achievable, helping with areas of special concern/need, providing guidance and support, and assisting committees when help is needed.

Nominate via Google Forms: [WTS Iowa Board of Directors Nominations](#)

**WTS-Iowa Committee Member**

While not an elected position, we welcome Committee Members. Volunteers generally need to commit a couple of hours each month for committee meetings and follow up tasks. Committees are a great way to become more involved in areas of interest and provide additional networking opportunities with fellow members.