

**NATIONAL ASSOCIATION OF HEALTH UNDERWRITERS
POLICY & PROCEDURES**

POLICY TITLE:	Vice Chairs' Integration to Board
CLASSIFICATION:	Board
POLICY NUMBER:	03-01-B
DEPARTMENT COORDINATOR:	Board of Trustees
MOTION:	Rufus Langley
DATE APPROVED:	March 10, 2003
APPROVED BY:	Board of Trustees
AMENDED:	January 25, 2006, October 19, 2016
SUNSET DATE:	2019

PURPOSE: To establish a smooth transition from the National Membership and Legislative Vice Chair positions to the Chair positions prior to their taking office in July.

POLICY: The Membership and Legislative Vice Chairs shall participate as non-voting members in all official Board meetings subject to approval as outlined in the procedures below. The Membership and Legislative Vice Chairs shall also participate as non-voting members in the Budget Meeting held in the fall of their term as Vice Chair.

PROCEDURES: The National Membership Vice Chair and the National Legislative Vice Chair shall be in attendance at the face-to-face Capitol Conference and Annual Convention NAHU Board meetings. The Vice Chairs will also attend the fall Budget Meeting in person if approved by the Finance Committee on their June teleconference, or by teleconference if not approved to attend. These Vice Chairs are also to attend all NAHU Board Conference calls.

FINANCIAL IMPACT: Lodging, travel and meal expenses according to the travel policy and budget.