



NOTICE OF ANNUAL GENERAL MEETING & CALL FOR NOMINATIONS FOR EXECUTIVE AND NON-EXECUTIVE DIRECTORS TO THE COINN BOARD

Members are advised that the Council of International Neonatal Nurses Association Annual General Meeting will be held on **Monday 13 August 2012 at 3 pm Eastern Time, USA.**

Nominations are being sought from individual members and member associations for the election of Chief Executive Officer (CEO), Chief Financial Officer (CFO), President, President Elect, Secretary, Treasurer, and Non-executive director positions. Full description of the positions and election process are available from the website www.coinnurses.org or from the secretariat at J.Zasada@coinnurses.org

Nominations must be made in writing and signed by two members and the nominee. Nomination forms are available from www.coinnurses.org

Items for inclusion on the agenda for the Annual General Meeting and nominations for Office Bearers should be emailed to the COINN Secretariat at J.Zasada@coinnurses.org no later than Monday 16 July 2012.

Timeline for nomination and election process

- **14 May 2012:** The names of the two designated voting members from member associations are submitted to the COINN secretariat by close of business on Monday 14 May 2012.
- **14 May 2012:** Nominations for executive and non-executive director positions must be received by close of business on Monday 14 May 2012.
- **11 June 2012:** Designated voting members will receive ballot papers and details of the nominated candidates to vote for members to the COINN board.
- **16 July 2012:** Ballots are returned to the secretariat by close of business on Monday 16 July 2012.
- **13 August 2012:** Annual General Meeting to be held on Monday 13 August at 3pm

“COINN - the Global Voice of Neonatal Nurses”
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