

The Board of Directors is the governing body of CNADM, charged with its promotion, growth, well being, and management.

Board members are elected annually during the Annual Meeting, which takes place during the Summer Workshops.

All officers must have held Active Membership in the Association for a minimum of five years, during which they have served as a Representative and/or Board of Directors Assistant for a minimum of two years. The President is required to have served as President-Elect, the President-Elect and the 2nd Vice President are required to have served eight years in another elected office. The Secretary, the Treasurer and the Principal may hold office for five consecutive years. All other officers may hold the same office for no more than three consecutive years.

Officers must attend all meetings of their office and be present at all Workshops, unless excused by the President. During Workshops officers will be immediately available whenever and wherever needed and carry out all duties assigned by the President.

The President presides at all Membership and Board of Directors Meetings and performs the duties usually expected of a President. In addition the President secures the facility for Workshops and arranges and oversees all aspects of the workshops, other than teaching sessions. The President appoints committees and is an ex officio member of all committees except the Nominating Committee.

The 1st Vice President is the President-Elect. In the absence or inability of the President to act, the President-Elect assumes the duties of the President. The President-Elect chairs the Nominating Committee and performs any and all duties delegated by the President.

2nd, 3rd, 4th, and 5th Vice Presidents perform any and all duties delegated to them by the President and in order of their office, assume the duties of the President, if the President-Elect is unable to do so.

The Secretary records minutes of all meetings, is responsible for all necessary correspondence and notices, maintains all association records and documents, including the Association Library. The Secretary is the official keeper of the seal of the Association. Secretary's duties may be delegated to Association management personnel, under supervision of the Secretary.

The Treasurer keeps the accounts, collects all dues and fees, makes all payments and presents a financial report at each Board of Directors meeting. The Treasurer chairs the Finance Committee. Treasurer's duties may be delegated to Association management personnel, under supervision of the Treasurer.

Seven Directors serve on committees, assist at workshops, and carry out any duties assigned by the President.

The Principal is responsible for CNADM workshop classes, hiring faculty, scheduling and overseeing all sessions. In addition, the Principal provides consultation regarding Regional Meetings.

The Educational Director is charged with maintaining the educational standards of CNADM. As chief examiner, approves candidates for membership and for Graduate and Master Certification, and maintains records of credit hours earned by candidates for CNADM Certification.

The Representatives Director is responsible for recruiting and organizing the CNADM Representatives.

The Sergeant-At-Arms has the responsibility to maintain order and see that all in attendance are properly registered and identifiable with appropriate badges.

Past Presidents. To ensure continuity of purpose and benefit from executive experience all Past Presidents may attend any Board of Directors or committee meetings. Past Presidents who actively participate on committees and attend full Board meetings shall have voting privileges at the Board of Directors meeting.