

2025 Freedom Old Home Week Association - Call for Nominations

2025 Freedom Old Home Week will be celebrated from July 25 - August 3

A celebration and sharing of community, Old Home Week is organized by a team of dedicated volunteer members of the Freedom Old Home Week Association. Some of our members have lived here for decades; others are newer to Freedom but just as keen to help ensure that the events making up Old Home Week are fun and inclusive for all. What we all share is a deep love for our Town and Village and a commitment to working together to keep this amazing small-town tradition alive.

Won't you consider joining us?

We welcome new members and fresh ideas.

The Freedom Old Home Week Association is seeking new members, and especially welcomes nominations for the following Executive Board positions, each with an initial term of office of one (1) year:

- Chairperson
- Vice Chairperson
- Treasurer
- Secretary



The Executive Board meets monthly along with the Association. An Annual Meeting is held each January for all members. *If at this time, you aren't able to commit to being an Executive Board member, we hope you would consider joining the Freedom Old Home Week Association as a member - we're a fun group and welcome new members at any time of the year.*



To learn more about the Executive Board and to nominate yourself or a friend/ colleague before the **December 6, 2024 deadline**, please visit: <https://freedomoldhomeweek.com> or email us at: FreedomFOHW@gmail.com

To learn more about the Freedom Old Home Week Association, [visit us on Facebook](#) or our [website](#).

**We want to see Freedom Old Home Week continue to thrive.
Your willingness to serve in a leadership role will help us achieve that goal!**

FOHW Association Executive Board Nomination Guidelines

Thank you for your interest in serving as a member of the FOHW Association Executive Board!

We are currently accepting nominations and self-nominations for the following positions, each of which has a one (1) year initial term of service (January-December):

- Chairperson
- Treasurer
- Vice Chairperson
- Secretary

The full call for nominations, as well as Executive Board position descriptions, are available at www.freedomoldhomeweek.com.

Please review the guidelines below and be sure to submit the required information by the December 6, 2024 deadline to ensure your nomination receives the fullest consideration!

Eligibility (it's pretty simple!)

- All Freedom year-round and seasonal residents are eligible to nominate or self-nominate.

The Nomination Process (It's easy!)

- **If you are nominating a friend/colleague**, please provide the nominee's name and contact information, and be sure to specify the position to which you are nominating her/him. The Nominations Committee will contact your nominee and ask them to take the next steps in the nominations process.
- **If you are self-nominating**, please tell us a little bit about yourself and share with us your qualifications for your preferred position, along with a brief statement of interest in working with us! Be sure to include your contact information so we can follow-up with you directly.

Submitting Your Nomination or Self-Nomination (even easier!)

- **By email:** FreedomFOHW@gmail.com
- **By mail:** Freedom Old Home Week Association, P.O. Box 359, Freedom NH 03836 (Attn: Nominations Committee)

Deadline (it's not far off!)

- All nominations must be received by the Nominations Committee **on or before Friday, December 6, 2024**.

Thank you!! and please feel free to reach out to the members of the Nominations Committee if you have any additional questions:

Megan Broderick (meganbroderick10@gmail.com)

Bonnie Elie (elies4@comcast.net)

Kathie Lange (lkathie@att.net)

2025 FOHW Association Executive Board

Position Descriptions

CHAIRPERSON

The **Chairperson** is responsible for making sure that each meeting is planned effectively, conducted according to the bylaws, and that matters are dealt with in an orderly, efficient manner. The **Chairperson** must make the most of all his/her **committee** members, building and leading the team. Term of office is one (1) year, with possibility of serving up to three (3) consecutive terms unless a qualified replacement cannot be found, in which case the officer with the confirming majority vote of membership may continue.

Qualities of an effective Chairperson:

- Strong communication skills
- Genuine interest in taking part in most FOHW events and leading/co-leading at least one significant event of process
- Excellent facilitation skills
- Demonstrated administrative skills

VICE CHAIRPERSON

In the absence or unavailability of the Chairperson, the **Vice Chairperson** will perform said duties. Term of office is one (1) year, with possibility of serving up to three (3) consecutive terms unless a qualified replacement cannot be found, in which case the officer with the confirming majority vote of membership may continue.

Qualities of an effective Vice Chairperson:

- Strong communication skills
- Genuine interest in taking part in most FOHW events and leading/co-leading at least one significant event of process
- Demonstrated administrative skills

TREASURER

The **Treasurer** will have charge of funds, deposit money, pay bills, present profit/loss statements monthly, present a copy of bank statements quarterly for the record, research and procure event insurance coverage for Ducky Day and FOHW, prepare and submit yearly reports required by the State of NH and the IRS. The **Treasurer** also works with the auditor in a way that meets recommended accounting standards. Time commitment fluctuates depending on the month. June, August, and the end of fiscal year (December 31) involve more time. Term of office is one (1) year, with possibility of serving up to three (3) consecutive terms unless a qualified replacement cannot be found, in which case the officer with the confirming majority vote of membership may continue.

Qualities of an effective Treasurer:

- Comfortable working with financial information and data
- Keeps clear records in a timely manner
- Follows accepted accounting practices
- Willingness to explain financial information and data if asked
- Willingness to learn about 501(c)(4) requirements and regulations
- Trustworthy

- Good communication and interpersonal skills
- Genuine interest in taking part in several FOHW events and leading/co-leading at least one significant event of process

SECRETARY

The **Secretary** is responsible for ensuring Committee and Executive board meetings are effectively organized and minuted, and circulated, as well as maintaining effective records and administration. In addition, the secretary maintains contact information for members and friends of the Committee. Approx. 4 hours of work per month. Term of office is one (1) year, with the possibility of serving up to three (3) consecutive terms unless a qualified replacement cannot be found, in which case the officer with the confirming majority vote of membership may continue.

Qualities of an effective Secretary:

- Methodical and attention to detail
- Well organized
- Able to take accurate notes
- Efficiently distribute necessary materials and correspondence to members
- Genuine interest in taking part in several FOHW events and leading/co-leading at least one significant event of process

DIRECTORS (5)

In the absence or unavailability of the Officers, the Director will stand in for voting & decisions that would have otherwise been made by Officers. Term of office is one (1) year, with possibility of serving up to three (3) consecutive terms. In addition, each Director will lead significant part of process or one significant event, e.g.:

- Merchandise coordinator – lead all discussions on merchandise, coordinate volunteers to sell at events, ordering of merchandise, etc.
- Social media/publicity coordinator (facebook, website, etc.)
- Community liaison / OHW schedule coordinator
- Grand Marshall Selection Committee
- Sponsorship Committee
- Parade
- Lawn Party
- Ducky Day
- 5k Race

Qualities of an effective Director:

- Strong communication skills
- Genuine interest in taking part in several FOHW events and leading/co-leading at least one significant event of process
- Well organized
- Demonstrated facilitation skills