



To: Region VI Community Action Membership
From: Karen Swenson, Nominations Chair (kswenson@get-cap.org)

Community Action Association of Region VI is pleased to announce the call for nominations for the 2026 - 2028 Officers of the Board of Directors.

The Call for Nominations is now open and we are seeking candidates for the open positions of President, Vice President, Secretary, Treasurer, NCAF (National Community Action Foundation) Representative, and CAP (Community Action Partnership) Representative.

Service on the Board of Directors of CAA of Region VI in an officer position is a rare chance to help drive the decisions of our highly-respected association and shape the future of generations to come. The opportunity to work with other leaders in Region VI allows you to be on the cutting edge of poverty related concerns and to be part of the decision making process on the regional and national level, influence regional training opportunities and the strategic goals of our organization. This is an exciting time to join the leadership of Region VI CAA and help us map our ambitious future.

Officers of the Board must be willing to be active participants in the work of the association. Board members work closely with state associations in the planning of the annual conference and board meetings; however there is no regional administrative staff or support.

Board service is a chance to grow personally and professionally, to develop skills, gain unique experience and make lasting connections with a team of other passionate and motivated professionals. The board focuses on matters of strategic importance which can help improve our programs and services that we offer to our families and communities. Board service also provides these unique opportunities:

- Develop valuable skills in non-profit governance, program planning and strategic planning
- Expand your network of professional contacts
- Training opportunities

The term of officers for Board of Directors is two (2) years. There are no term limits for the total number of years to be served. Please take the duration of these commitments into consideration as you read through all accompanying material.

Candidates must meet a professional standard of excellence by demonstrating the following:

- Hold active membership in Region VI CAA;
- Be willing to accept a leadership role for the future of our organization;
- Have time and financial means to dedicate to fulfilling their responsibilities.

Help lead your Region VI Association and Community Action Profession into the future by nominating a colleague or yourself for a position on the Board of Directors. The Call for Nominations closes on September 25.

New board members take office at the end of the annual conference. The link to the nomination form and Candidate Information Guide are included below.

Guide for Nomination to Office – 2026-2028

Community Action Association of Region VI is pleased to announce the call for nominations for the 2026-2028 Board of Directors.

Participation on the Region VI CAA Board of Directors is a unique opportunity for professionals interested in shaping the future of our Association. Board participation is a chance to grow personally and professionally, to develop skills, gain unique experience and make lasting connections with a team of other passionate and motivated professionals. The opportunity to work with other leaders in community services allows you to learn more about concerns and solutions related to our fight against poverty and to be part of the decision-making process on the regional and national level.

To be considered for candidacy, you must meet a professional standard of merit. You have active membership in Region VI CAA, and you are willing to accept leadership and responsibility for the future of this regional professional organization.

The purpose of this guide is to provide you with information and guidelines as a candidate for regional office.

The following are the Region VI Board of Directors Position Open for the 2026-28 Elections:

Board Position	Term Length	Duties as in Bylaws
President	Two Years	The President shall preside at all meetings of the Board of Directors and Association membership meetings and shall have authority to conduct the affairs of the Association as directed by its membership. The President shall appoint committees as needed. (Serves as point of contact and initiates calls, meetings and appropriate responses for the entire region. Ensures follow through for region.)
Vice-President	Two Years	The Vice-President shall exercise the function of the President in the absence of the President and shall perform other duties as directed by the Board.
Secretary	Two Years	The Secretary shall keep minutes of all meetings and maintain a current list of the names of the member agencies and the persons eligible to vote on behalf of each and shall perform other duties as directed by the Board.
Treasurer	Two Years	The Treasurer shall receive, deposit and disburse all funds of the Association as directed by the President and shall retain supportive fiscal documents. The Treasurer shall make a financial report at each Board meeting and at the annual membership meetings and shall perform other duties as directed by the Board. (Coordinates with states for

		membership. Each state association is asked to assist with the membership drive.)
NCAF Representative	Two Years	Represents Region on NCAF Board of Directors. Must be an Executive Director of a Community Action Agency. (Supports and participates in NCAF board meetings, conferences & initiatives. Provide NCAF reports at Association meetings (or as needed.)
CAP Representative	Two Years	Represents Region on CAP Board of Directors. Must be an Exe Director. (Supports and participates in CAP board meetings, conferences & initiatives. Provide CAP reports at Association meetings (or as needed.)

The Board Members of Region VI CAA are expected to attend the following Meetings:

- Board of Directors Meetings each year (one is held at the Annual Conference, one virtual generally in the spring to plan the upcoming convention site)
- Board of Directors virtual meetings (as needed)
- Depending upon your elected office, there may be other engagements that require your presence.

The Region VI CAA Representative to the National Community Action Foundation is expected to attend the following meetings:

- Attend in-person Board of Directors Meeting each year (one is held at the Annual Conference, planning meetings often virtual, other virtual and in person meetings as needed.)
- Board of Directors routine virtual meetings. (as needed)
- Professionally represent the region.
- Disseminate information from NCAF to the Board of Directors

The Region VI CAA Representative to the Community Action Partnership is expected to attend the following meetings:

- Attend in-person Board of Directors Meeting each year (one is held at the Annual Conference, attend annual planning meeting, attend in-person additional board meeting, participate in committees both virtual and in-person)
- Professionally represent the region.
- Disseminate information from CAP to the Board of Directors

Financial Commitment:

- Candidates must have the financial means to fulfill duties and travel requirements. Region VI CAA does not have funds allocated for financial support. NCAF and CAP National commitments require additional local financial support.

Time Commitment:

- This varies based on the position and time of the year. (If questions, please contact the Association's President, Becky Porter.)

STEP 1 – IMMEDIATE STEPS

- A completed Region VI CAA Nomination form is required before your name will be considered as a candidate for nomination.
- Local community action agency must be willing to confirm their support of the candidate with time and/or financially for the duration of your elected term.

- Review the Region VI CAA bylaws with particular attention to those sections related to duties and term of office. They may be found at: <https://www.region6caa.org/>.

Step 2 – *ELECTION CALENDAR OF EVENTS*

- Nominations accepted until Friday, September 25, 2026.
- Nomination Committee will review and announce slate on Region VI CAA website by September 29th.
- Nominees may campaign, if desired, beginning October 1, 2026 (if an opposing candidate is seeking the same office). Nominees present at the annual Membership Meeting.
- Ballots open at the annual membership meeting.
- Election results are conveyed to the membership at the end of the conference on Thursday, October 8, 2026.
- Candidates will be made aware of the results before the announcement.

Step 3 – *CAMPAIGNING*

- A message to the membership from the candidate is optional.
- Upon request from a candidate, Region VI CAA, will provide each candidate a list of membership and contact information. Can be obtained by contacting Kelly Franke, Secretary at kjfranke@ccation.com or operations@okacaa.org
- All campaigning is done at the expense of the candidate.
- Opportunity to address the membership at the opening Membership Meeting
- Region VI CAA will use information submitted on the nomination form to prepare candidate announcement to be presented to the voting members.
- Questions can be addressed to nominating committee chair, Karen Swenson at kswenson@get-cap.org.

Election Process

- The nominating committee will consider nominations received in response to this notice and present the Slate of Officers on the associations website at <https://www.region6caa.org/>.
- Election of officers will take place at the association's annual meeting on October 6-8, 2026 at the conference hotel. Voting will open following the conclusion of the opening session & business meeting on October 6 and close at 1:00 on October 7.
- The officers shall be elected by a simple majority of the member agencies present at the annual membership meeting of the Association.
- Ballots will be available for offices with more than one candidate at the business meeting on October 6. One vote per current membership agency. Current membership list will be used to verify eligibility. (Secretary, Kelly Franke will furnish current membership list)
- Ballots will be accepted by Nominating Committee after roll call and tallied.
- Officers will take office at the conclusion of the annual conference.



Nomination Form – 2016

CAA of Region VI Officer Election

Below is the Link to the Nomination Form which is to be completed and submitted. If you have additional information you would like to submit such as letter of support (optional) or a photograph, please e-mail to Karla at: programs@okacaa.org

LINK TO CAA Region VI Officer Nomination Form:

<https://www.surveymonkey.com/r/W7MHXZW>

Be sure to complete all information. The summary of the candidate's qualification will be used for the Slate of Officers which will be published and placed on Region VI's website.

All candidates will be contacted by a member of the nominating committee.

Questions can be addressed to nominating committee chair, Karen Swenson, kswenson@get-cap.org

Members of the Nominating Committee are:

Arkansas Leslie Paschal-Barnes, Executive Director Community Services (CSO) paschalbarnes.l@csoarkansas.org	Louisiana Manuel DeQue, Executive Director Delta Community Action Agency meduque@deltacommunityaction.com
New Mexico Laura Watson, Executive Director Economic Council Helping Others lwatson@echoinc.org	Oklahoma Jessie Thompson Community Action Agency of Oklahoma City & Oklahoma County execdir@caaofokc.org
Texas Karen Swenson, Executive Director Greater East Texas Community Action Program kswenson@get-cap.org	