



April 2, 2008

Dear Affiliate Contacts,

Keep Texas Beautiful Affiliate Coordinators/Executive Directors play an important role in fulfilling our mission *to empower Texans through education to take responsibility for enhancing their community environment*. The affiliates are essential to the process of increasing public awareness of our mission. Keep Texas Beautiful believes that having a designated Coordinator/Executive Director representative on the Board of Directors facilitates both receiving input and disseminating information to and from this important group concerning its activities.

To reflect that belief, the Board of Directors recently changed our bylaws to reflect the addition of another affiliate Coordinator/Executive Director position on the Board of Directors. The addition reads as follows:

Two voting positions on the board are reserved for active coordinator/executive director of an affiliate with at least two years experience in that position. The affiliate must be in good standing with Keep Texas Beautiful and a certified Keep America Beautiful affiliate. The coordinator/executive director must be from two different counties and will serve overlapping two year terms.

Keep Midland Beautiful's Executive Director, Doreen Richardson will remain on the KTB board another year as the senior affiliate representative. We are currently seeking nominations for the second affiliate position. As the bylaws reflect, this will be a two-year term and the responsibilities are described on the attached page. If you are interested in serving in this role, please review the enclosed materials and submit a nomination form.

In addition, Keep Texas Beautiful is always seeking qualified board members and welcomes nominations from any interested Keep Texas Beautiful member who is 21 or older. If you are interested in serving on the board or know of someone from your local organization who is interested, please submit the enclosed form. The form may also be found on the Keep Texas Beautiful website for your convenience.

NOMINATION FORMS must be submitted by **5:00 p.m. on Wednesday, April 30, 2008** to Keep Texas Beautiful. If you would like to submit electronically, please send to Cathie@ktb.org. In all cases, please limit your response to one extra page. Please mail to 1524 S. IH35, Suite 150, Austin, TX 78704 or fax to 512-478-2640. We hope that you will consider serving or nominating someone to serve in this important role.

Sincerely,

A handwritten signature in black ink, appearing to read "Debbie Johnston", written in a cursive style.

Debbie Johnston
Nominating Committee Chairperson

**Keep Texas Beautiful
Board of Directors
Affiliate Representative**

Criteria/Responsibilities:

The affiliate representative serves a two-year term beginning with the annual meeting in mid-summer. Each nominee for this position **MUST**:

- Serve as the Coordinator/Executive Director of a local certified **Keep America Beautiful** affiliate which is in good standing with Keep Texas Beautiful
- Have two years of experience as a local Coordinator/Executive Director
- Sign and submit the enclosed form
- You may self-nominate or nominate another coordinator with their permission. The person nominated must sign the nomination form.

The affiliate representative must be able to:

- Participate in Board meetings (4-6) each year, **plus** the Board Retreat held in August or September and the Keep Texas Beautiful Annual Conference held in June or July each year (*see nomination committee for additional information*). Traditionally meetings are as follows:
 - Board Retreat near Austin, August 15-16, 2008
 - November Conference Call
 - January Conference Call
 - March meeting in conjunction with our annual fundraising
 - June meeting at the annual conference
- Serve actively on a Keep Texas Beautiful committee
- Communicate with fellow Affiliate Coordinators/Executive Directors through Keep Texas Beautiful publications and assist staff in keeping affiliates informed of activities

Process:

Interested Coordinators/Executive Directors who meet the criteria should submit a nomination form by **5:00 p.m. on Wednesday, April 30, 2008**.

After nomination forms are submitted, all of Keep Texas Beautiful's Affiliate Coordinators/Executive Directors will be sent a ballot listing the nominees. The Coordinators/Executive Directors will mark and return the ballot by email/mail/fax to Keep Texas Beautiful. The nominee receiving the most votes from this group will be submitted to the Nominating Committee to be considered as part of the slate of director nominees to be voted on at the Keep Texas Beautiful annual membership meeting. This year, the annual membership meeting will be held on Friday, June 27, from 9:45-11:00 a.m. during the 41st Annual Keep Texas Beautiful Conference at the Omni Mandalay Hotel at Las Colinas in Irving, TX. All candidates will be notified prior to the Annual Conference.