

PMI PHOENIX CHAPTER POLICY STATEMENT

Board Transition Policy

Approved by Board of Directors on: 6/24/19

Purpose

The purpose of this policy is to ensure a smooth transition out-going Board members to the newly elected Board members.

Policy

The months from October through December shall be recognized as transition months for the out-going Board members to transition responsibilities to the newly elected Board members.

All members of the out-going Board and newly elected Board members shall be required to attend transition meetings. It is the responsibility of the out-going Board members to arrange transition meeting(s) with the incoming Board members.

All Chapter records, including but not limited to physical assets, collateral materials, keys and credit cards in the possession of the outgoing Board shall be turned over to the incoming Board no later than December 31st of the current year.