

NECA Association Executives Institute Information

Attendance	Limited to NECA chapter staff, National office staff and such other persons as the Chairman of the Institute may invite.
Badges	For identification will be in the hotel prior to the reception and the first business session.
Roll Call	All sessions will be called to order exactly at the time scheduled and the roll call will be called at once.
Records	No minutes of the proceedings are made. Each member is urged to make notes of all proceedings of interest to them. Presentations of particular subjects will, on occasion, be made available in printed form to all those present.

History and Rules

NECA's Institute is an informal educational type of organization, which has met at least once each year since Saturday, July 8, 1939, when eight managers of local associations of electrical contractors met in Pittsburgh with the field representatives of NECA.

During the conference, there developed a unanimous opinion that some provisions should be made for this group, including others employed in the same capacity, to meet from time to time. Discussion brought out that there was unanimous opinion that an organization (in the ordinary sense of the term) was not desired. The following fundamentals (which have been amended periodically only to make them appropriate to today's conditions) were adopted.

- 1. PURPOSE** The purpose of the organization shall be to provide for educational and social meetings of its members.
- 2. MEMBERSHIP** Every person who is employed in an executive or administrative capacity by a NECA chapter or by the National office, including the NJATC and NEBF, and who has no financial or employment connection with any firm engaged in the electrical contracting business, shall be a member.
- 3. RULES AND REGULATIONS** There shall be no constitution, bylaws, or minutes and no dues or membership fees of any kind, except for a registration fee to cover the cost of certain hospitality events, meals, etc. No motion or resolution shall be offered at any meeting, except that at every meeting, the chairman

shall entertain a motion for the nomination and election of a new chairman.

- 4. OFFICERS** The chairman shall be elected by the majority vote of the members present at any meeting and shall serve until a successor is elected. The chairman may (but is not required to) appoint such committee as necessary. The National office will furnish a secretary.
- 5. DUTIES AND AUTHORITY OF THE CHAIRMAN** The chairman shall have full power to conduct the meetings of the organization as the chairman sees fit. The chairman shall determine what the program will be. The chairman shall make and interpret the rules and regulations and may change them at will. The only restriction at any meeting of the members, the chairman shall entertain a motion that may be made for nomination and election of a new chairman.

The NECA Association Executives Institute (AEI) is unique in that it has nothing to hold it together except the human desire to rub shoulders with and learn from others who do the same kind of work. Its present membership is about 190.

The AEI has no official status in the National Association. However, in recognition of the value of its educational activities, the National has, since the inception of the Institute, assumed payment of authorized expenses connected with its meetings.