ACA INTERNATIONAL
The Association of Credit and Collection Professionals

2026 Board of Directors Campaign Information and Position Description

ACA is seeking candidates for two (2) open seats on the Board of Directors. On July 22, 2026, the Council of Delegates will elect two directors to three-year terms. To assist potential candidates, this document outlines important deadlines and campaign rules.

Election Timeline

February 1, 2026
ACA will publicize that applications are now being accepted for two directors to serve three-year terms.

March 2, 2026
Candidates applying for a position on the ACA Board of Directors must submit their application to the ACA Corporate Secretary. Upon reviewing applications, the Corporate Secretary will notify applicants whether they meet the candidate requirements.

May 2026
ACA will publish the list of qualified candidates.

June 22, 2026
Corporate Secretary will provide the list of qualified candidates to the Council of Delegates.

July 22, 2026
The Council of Delegates will elect two directors to serve three-year terms at its meeting held in conjunction with the ACA Annual Convention.

Candidate Campaigning and Publicity Rules

Following is a list of rules for candidates wishing to campaign for an open seat on the Board of Directors. ACA staff has the discretion to enforce these rules to ensure fairness and limit disruption. The ACA staff will remain impartial and will not be asked or expected to assist in any campaign activities, including the distribution of candidate materials, nor shall their names be used in connection with any campaign.

General Promotion

- The response/reason for running and a picture of each candidate will be posted on a Board candidate page on ACA's website.
- Candidates may wish to contact the Council of Delegates. A contact list will be available by request after the candidate list has been published in May 2026. Candidates are advised that due to Unit election cycles and providing for alternate delegates, the list may change over time. Contact the Corporate Secretary at corporate.secretary@acainternational.org for more information.
- The use of ACA Hub or Forums for the purpose of "endorsing" or "campaigning" for a candidate for the Board of Directors is prohibited. Showing support for a candidate must be done by communicating with members individually.

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Paid Advance Publicity

- Board candidates may purchase *Collector*® magazine advertising space at the published display advertising rates, or ACA Online or ACA Daily advertising at published ACA member rates. Contact Anne Rosso at rosso@acainternational.org for more information. Ads shall contain a notice that the cost of the ad was paid by the candidate.

Board Onsite Campaigning at ACA Events

- Each candidate may display one campaign poster and/or set up a small display table at the 2026 Washington Insights in D.C. May 19-21, 2026. Please reach out to corporate.secretary@acainternational.org if you wish to participate.

- Each candidate may display one campaign poster and/or set up a small display table at the Council of Delegates Reception on Tuesday, July 21, 2026, 5:00 p.m. - 6:00 p.m. at ACA's Annual Convention & in Orlando, FL Submit a list of your distribution materials for approval to the ACA Corporate Secretary at corporate.secretary@acainternational.org. Also, if you wish to request an easel and/or 30" round cocktail table, you may do so by contacting the Corporate Secretary at email above by July 1, 2026. This set-up may change as we update/change on-site safety protocols.

- Campaign literature may not be placed on chairs or handed out before any event at the convention prior to the Council of Delegates meeting.

- At the Council of Delegates meeting, each candidate will be allowed to give a speech, not to exceed three minutes. No nominating speeches will be permitted. If a tie occurs and a second round of voting is required, candidates will not receive additional speech time.

- No signs or other forms of advertising may be displayed or distributed inside or immediately outside of the room where the Council of Delegates meeting is taking place.

- For best results, we recommend your poster be no more than 28 inches by 22 inches or smaller in size.

- Due to hotel policies and contractual obligations, candidates may not distribute any food or beverages without prior approval from ACA.

- Any requests for room drops must be first approved by ACA. Once ACA has approved your requested room drop, you will be provided with the appropriate hotel contact to organize and pay for the room drop. Submit your room drop request to corporate.secretary@acainternational.org together with a description of the item(s) to be dropped into delegate hotel rooms. To save time, do not contact the hotels directly to request a room drop. Hotels have been advised to seek approval from ACA first.

- Campaign literature may not be distributed in any manner other than the sign and table as indicated above. No campaign materials will be allowed in sessions, exhibit space or any event functions other than those listed above.

- Candidates may not hinder traffic into the registration area, meeting rooms, Expo area, reception or meal areas at any ACA function.

- Personal attire may display an endorsement as long as it is tasteful.

- ACA will NOT cover the costs for easels, tables, shipping, handling, hotel fees, room drops, campaign materials or any other costs related to campaign activities.

- ACA staff will not be asked to or be expected to participate in any campaign activities, including, but not limited to setting up literature on campaign tables, taking down or removing posters, or shipping boxes to/from event venues.

- If candidates are not able to attend convention, they may give a speech remotely.

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ACA International Position Description: 2026 Board of Directors

Staff resources:
CEO and association staff

Time commitment:

Item	Time
• 4-5 Board meetings in person	4-5 days (1 day each) plus travel time
• Annual Convention	4 days
• Board/Committee meeting preparation time	(12+ hours)
• Virtual meetings / other	TBD

Term of office:
May serve two consecutive three-year terms. Members are elected according to ACA International's Bylaws and Standard Operating Procedures.

Major responsibilities:
1. Attend Board orientation
2. Attend 4-5 Board meetings in person
3. Attend Board meetings held virtually
4. Attend ACA International Annual Convention
5. Attend meetings of the Council of Delegates, as appropriate (1 per year at Annual Convention)
6. Chair and/or serve on committees, as appointed
7. Approve annual operating and capital budgets and set policy
8. Recruit members
9. Actively participate with ACA International members

Reimbursement:
Travel reimbursement will be paid to directors who attend designated Board meetings.

Required qualifications:
1. Must be an ACA member and eighteen (18) years of age or older
2. Must be qualified member, officer, or management level employee of an ACA member
3. Must show involvement in ACA, an ACA Division, or an ACA Unit or Chapter

Preferred qualifications:*
1. Broad experience in the credit and collection industry
2. Ability to communicate effectively, work well with others, and handle organization business enthusiastically and reliably
3. Understanding and application of association history, goals, and governing documents
4. Representation of ACA's positions accurately and fairly to the public
5. Understanding of and willingness to abide by concepts of duty of loyalty and duty of care to ACA

* Board members may not simultaneously serve on the Council of Delegates

Training:
1. Attend Board orientation
2. Review appropriate resource materials including governing documents and Board meeting materials
3. One-on-one consultation with appropriate ACA staff resource(s)

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