

ARTICLE 8. EXECUTIVE BOARD AND ELECTIONS

Executive Board

801. Administration of the Chapter is vested in the Executive Board (referred to as the Executive Committee in the Constitution). The Executive Board shall: approve proposed amendments to the Constitution; enact Bylaws and amend existing Bylaws; set the time and place for annual meetings of the Chapter; solicit, prepare, and submit nominations for Fellow as appropriate; elect Chapter Honorary Members; issue public statements in the name of the Chapter; establish annual dues; levy special assessments; approve petitions before the Society for establishment of Chapter sections, oversee section operations, and recommend section disbandment; petition the Society to charter student chapters, support student chapter activities, and recommend student chapter charter revocation; designate and relieve an acting president; take action when a Chapter officer fails to act; approve the slate for annual and special elections; break ties in annual and special elections; fill Executive Board vacancies occurring during term; designate nonvoting members of the Executive Board; create and abolish standing committees and other committees; provide advice and counsel to the president on committee appointments; establish Chapter goals and objectives; adopt Chapter programs and budgets; administer contracts, authorize expenditures, and serve as custodian of all Chapter property; direct staff activities and contract support services; prepare Chapter annual reports including year-end financial statements; approve the Chapter policies and procedures, and perform such other functions as are customary for the Executive Board of a chapter, or as may be assigned or delegated by the Full Members of the Chapter or the Board of Trustees of the Society.

801.1 Nonvoting members of the Executive Board shall include the Executive Director, Committee Chairs and such other persons as determined necessary and appropriate by the Executive Board.

Failure to Act

802. The Executive Board may act for an officer of the Chapter, or cause appropriate action to be taken, when the failure of an officer to act results in or may result in an adverse impact on the Chapter.

Officers and Members

Trustee

803. The trustee shall: be informed on Chapter and Society goals and objectives, policies and procedures, programs and services, and activities and events; serve as an officer on the Executive Board of the Chapter and serve as the Chapter representative on the Board of Trustees of the Society; facilitate the conduct of the business of the Society by bringing the Chapter perspective to the Board of Trustees and the national perspective to the Executive Board and members of the Chapter; facilitate the conduct of the business of the Board of Trustees by serving on standing councils or committees, special study groups or task forces, or as a representative or delegate of the Society; and perform such other duties as are customary for the office of chapter trustee or as may be assigned or delegated by the Board of Trustees of the Society and the Executive Board of the Chapter.

804. The trustee shall be a Full Member elected for a term of three (3) years. The trustee shall not serve more than two (2) consecutive terms.

President

805. The president shall: set the time, place, and agenda for meetings of the Executive Board; call special meetings of the Chapter; preside at meetings of the Chapter and Executive Board; represent and act for the Chapter as directed by the Executive Board and consistent with the policies of the Society as established by the Board of Trustees; in consultation with the Executive Board, create and abolish standing

committees and other committees; appoint chairs and members of standing committees, and any special study groups or task forces; dismiss appointees for failure to act or other cause; serve as a member of the Chapter Presidents Council; oversee the management and administration of Chapter programs and budgets as adopted by the Executive Board; designate and relieve an acting president; appoint interim trustees when vacancies occur during term; provide supporting statements to the Society for Emeritus Status, Limited Status, Temporary Limited Status, and Waiver of Dues applicants; report on the state of the Chapter at the annual meeting of the Chapter; and perform such other duties as are customary for the office of chapter president, or as may be assigned or delegated by the Executive Board.

806. The president shall be a Full Member elected for a term of three (3) years; with one (1) year as president-elect, one (1) year as president, and one (1) year as immediate past president.

807. The president shall be limited to serve four (4) consecutive years, excluding the two (2) years served as president-elect and immediate past president.

Acting President

808. Should the president through illness, injury, or other cause become temporarily unable to perform the duties of the office of president, the president-elect, a vice president, or the immediate past president shall be designated as acting president. The designation shall be made by the president or by a majority vote of the entire voting membership of the Executive Board if the president is unable to act. The acting president shall perform the duties of the president until relieved by the president if the designation is made by the president or by the Executive Board if the designation is made by the Executive Board.

President-Elect

809. The president-elect shall: in consultation with the Executive Board, select for appointment when he or she assumes office as president the chairs and members of standing committees, other committees, and any special study groups or task forces; represent and act for the Chapter as directed by the president and consistent with the policies of the Society as established by the Board of Trustees; serve as acting president when designated by the president or the Executive Board; serve as a member of the Society's Chapter Presidents Council; and perform such other duties as are customary for the office of chapter president-elect or as may be assigned or delegated by the president.

Immediate Past President

810. The immediate past president shall: represent and act for the Chapter as directed by the president and consistent with the policies of the Society as established by the Board of Trustees; serve ex officio as a member of the Nominating Committee; serve as acting president when designated by the president or the Executive Board; and perform such other duties as are customary for the office of chapter immediate past president or as may be assigned or delegated by the president, including potentially membership recruitment and retention.

Vice Presidents

811. The Executive Board will include three (3) Vice Presidents: Vice President of Programs, Vice President of Government Affairs, and Vice President of Communications. The vice presidents shall: serve as liaisons for the president to standing committees, other committees, and any special study groups or task forces; monitor the management and administration of Chapter programs and budgets as adopted by the Executive Board; represent and act for the Chapter as directed by the president and consistent with the policies of the Society as established by the Board of Trustees; serve as acting president when designated by the president or the Executive Board; and perform such other duties as are customary for the office of chapter vice president or as may be assigned or delegated by the president.

812. The vice presidents shall be Full Members elected for a term of one (1) year.

Secretary

813. The secretary shall: maintain a record of the proceedings of the business meetings of the Chapter and the Executive Board; prepare and issue notices of the meetings of the Chapter and the Executive Board; prepare, issue, and receive ballots; administer annual and special elections and notify candidates of election results; maintain the Constitution and Bylaws of the Chapter; certify documents; and perform such other duties as are customary for the office of Chapter secretary or as may be assigned or delegated by the president.

814. The secretary shall be a Full or Associate Member elected for a term of one (1) year.

Treasurer

815. The treasurer shall: collect all fees, dues, charges, and other funds due the Chapter; be the custodian of all Chapter funds and disburse such funds only as authorized by the Executive Board; keep the accounts of the Chapter that shall be open at all times to inspection by the Executive Board; present quarterly reports on the financial condition of the Chapter and year-end financial statements to the Executive Board; and perform such other duties as are customary for the office of chapter treasurer or as may be assigned or delegated by the president.

816. The treasurer shall be a Full or Associate Member elected for a term of two (2) years.