

DUTIES OF THE PRESIDENT-ELECT

The President-Elect shall perform such duties as are usual to the office or may be requested by the President or the Board of Directors.

He/She shall serve as a member of the Executive Committee and as an ex-officio member of the full Legislative Review Committee.

In the absence of unforeseen events, he/she shall succeed to the Presidency subject to the elective process.

COMMITTEE APPOINTMENTS

It is recommended the President-Elect work together with the President when determining committee, work group and forum chairmen and vice chairmen appointments. The President-Elect should appoint the vice chairmen in anticipation of their succession to the position of chairmen during the President-Elect's term of office as President. These selections must be finished by the date of the Annual Convention so appointments can be ratified by the Board of Directors.

REPRESENTATIVE TO THE PRESIDENT

On many occasions, the President-Elect will be called on by the President to represent the Association at important meetings, luncheons and dinners, and business sessions where representation from the Association is deemed appropriate.

TEAM EFFORT

The office of the President-Elect provides an excellent opportunity to train for the Presidency. He/She is a member of the Executive Committee and is involved at all levels of the decision-making process which provides excellent training for the following year.

During the President-Elect's year in office, he/she should make plans for the following year when he/she will assume the leadership of the Association.

INSTALLATION OF MEMBER BOARD OFFICERS

Upon occasion, and with timely advance notice, the President-Elect may act as the installing officer for Member Board Officers.

The President-Elect is encouraged to visit each Member Board during his/her term of office. It is suggested to best facilitate this through a tour of the state held in a timely fashion in an effort to meet with Board officers beginning their year.

STATE LEVEL

The President-elect is expected to attend all State Business meetings including the Annual Convention, all Board of Director and Executive Committee meetings.

The President-elect is encouraged to attend other State Committee meetings to stay abreast of committee activity.

NATIONAL LEVEL

You will be requested to serve on the Small State Sub-forum.

You will be expected to attend all National meetings during your term of office - Mid-Winter Meetings, Mid-Year Meetings and Annual Convention; as well as any special call meetings.