



EXECUTIVE COMMITTEE

COMPOSITION

President, Vice President, Secretary, Treasurer and Chief Delegate

ELECTION SCHEDULE

Elected by the membership as indicated below at the Annual Meeting

- President, Vice President, Chief Delegate:
Uneven years for two year terms beginning July 1st. **(Bylaw 4/17/04)**
- Secretary, Treasurer:
Even years for two year terms beginning July 1st. **(Bylaw 4/17/04)**

DUTIES AND RESPONSIBILITIES:

- A. Govern and direct the activities of the Standing Committees:
 1. Shall appoint the Chairman and members of committees except the Nominating Committee
 2. Create or dissolve task forces
 3. Appoint active members to fill vacancies occurring because of illness, resignation or death of a committee chairman or member for the unexpired portion of the term.
 4. Remove any member or chairman of a Standing Committee who fails to carry out the duties delegated to them by the Executive Committee or BOD
- B. Audit the State Treasurer's account:
 1. Appoint annually a committee of three to audit the Treasurer's account; or
 2. Have accounts audited by a Certified Public Accountant

- C. Conduct the business of the Chapter between BOD meeting
- D. Determine objectives for the Chapter annually and function as the Strategic Planning Committee for monitoring the development and completion of the Strategic Plan.
- E. Call meetings either by the President or any 2 members of the Executive Committee provided at least five (5) days notice is given to all members.