

Executive Board

There shall be an Executive Board which shall serve in the following capacities:

Develops overall policies for the guidance and direction of the organization,
 Establish such committees as it deems necessary or desirable to implement its policies,
 Determine appropriate rules and procedures to assure fair and impartial balloting,
 Delegate and assign to appropriate officers or members such special duties and responsibilities as are necessary to carry out the purposes of the organization.

The Executive Board consists of the following voting members:

the President,
 the Vice-President/President-Elect,
 the Past President,
 the Secretary,
 the Treasurer,
 the Membership Chair,
 six elected Members-at-Large.

In addition, other individuals whose functions contribute to the purpose of the organization may be invited by the Board to sit with the Board as regular members without vote.

Each elected Executive Board Member-at-Large shall serve a term of two years beginning at a time as set by the Executive Board. Half of the elected members shall be elected each year.

In the event an at-Large Executive Board position is vacated, the President shall have the power to appoint, with the consent of the Board, a Board Member-at-Large to fill the vacancy for the remainder of the term. An elected Board Member-at-Large shall not serve more than two consecutive full terms.

Specific Activities

Reviews the effectiveness of Chapter professional development activities,
 Approves arrangements for office support services,
 Approves all formal Chapter affiliations with other organizations,
 Reviews and approves date, location, and topic for annual conferences and workshops,
 Approves formation of committees or interest groups,
 Sets Chapter dues.

Meetings

The Board meets at least twice a year and may hold additional meetings upon call of the President.

The Secretary will keep minutes of all Board meetings.