

Recreation Section Board Member Responsibilities

Chair-Elect

TERM: One year

This position begins a three-year term as an officer on the Board, with the following two years of service as Chair and Past-Chair.

RESPONSIBILITIES:

1. Serve as the Chair in his/her official absence (includes presiding over Section Board meetings).
2. Serve as Chair of the Rules of Order Sub-Committee within the Recreation Section.
3. Serve on the Conference Sub-Committee within the Recreation Section. This requires regular contact with the Conference Committee and ensuring that the Recreation Section sessions are coordinated and deadlines met.
4. Serve as a member of the Budget Sub-Committee within the Recreation Section, along with the Chair and Secretary/Treasurer.
5. Review the contents of Recreation Section Board Manual with the current Board to determine needed changes/updates prior to the term as Chair. Make necessary revisions to Board Manual.
6. Determine all Recreation Section Board meeting dates for next year prior to term as Chair.
7. Attendance at all Section Board Meetings is expected. You must inform Chair if unable to attend, and provide a report that can be shared at said meeting.