

President

The President is an elected member of the Executive Board

- ❖ Provide Leadership for the guild's Executive Board and Standing Committee Chairpersons
 - Determines agenda and presides over monthly Executive Board and general membership meetings
 - Calls special meetings of the Executive Committee and Guild as required
 - Provides communication to the guild monthly via written articles in Newsletter
 - Non voting member of the Executive Board, but will vote if there is a tied vote
 - Can reserve facilities for general as well as Board meetings
 - Is the official spokesperson for the guild
- ❖ Appoint, with Board approval, all committee Chairpersons, except Nominating Committee
 - Is an ex-officio member of all standing committees except the Nominating Committee
 - May remain as an ex-officio member of the Board for one year following term of office
- ❖ Ensures required regulatory and financial documents are executed and filed in a timely manner
 - Maintains required documentation for the guild including, but not limited to key inventory, contracts, insurance, etc.
- ❖ Is cosigner for checks with the Treasurer
- ❖ Member of the Budget Committee