

Proposed Section VI

VI. Officers

A. Types

- Elected Officers are President and the Board of Directors.
- Appointed Officers are: Vice President, Secretary, and Treasurer. They are appointed by the President yearly.

B. All officers shall:

- Act in the best interest of the club at all times
- Be knowledgeable of club by-laws
- Be knowledgeable of club finances
- Sign a conflict of interest form for the club

C. Eligibility

All Officers shall be members in good standing for at least one year before beginning their term of service. A member in good standing shall pay dues and act as an interested, contributing member of the Club.

D. Officer Duties

1. President

- Accept and maintain responsibility for the actions of the club
- Develop an agenda and preside over the General Membership Meeting
- Present all club related issues for discussion at meetings and follow through with majority approval
- Make club by-laws accessible to the general membership
- Develop long term and short term goals and lead the club to achieve its goals
- Organize and direct the work of the club's officers and committees
- Assign the responsibility to purchase and distribute volunteer apparel
- Resolve conflicts within the club
- Serve as the "face" of the club

2. Vice president:

- Substitute in the absence of the president or as requested by the president
- Work closely with the president in defining the agenda and executing the goals of the club
- Oversee club equipment and storage facility, reporting inventory and any issues to the club
- Advise and establish guidelines for club races and race directors
- Maintain list and applications of future races and submit list to newsletter and website

3. Treasurer:

- In accordance with the Club's insurance agency, Road Runners Club of America, the treasurer shall have and pass a financial and criminal background check in order to assume the role
- Maintain financial records
- Conduct financial transactions
- File tax documents
- Collect membership dues and applications
- Forward membership applications to membership coordinator

4. Secretary:

- Maintain club by-laws
- Record notes from all meetings
- Submit notes from general meeting to newsletter
- Keep a running operations manual on all club procedures that do not raise to the importance of a bylaw change
- Maintain updated membership application (approval of officers required)

5. Board of Directors

- Support the President in developing and achieving the goals of the club
- Organize meetings and methods for conducting the business of the Board
- Meet in February, May, August and November, or as otherwise agreed by the Board
- Shall invite club president to Board meetings
- May invite other club members to Board meetings when appropriate
- Shall require five directors for a quorum
- Shall allow remote attendance for Board meetings
- Directors shall not miss more than 2 board meetings in a 12-month period. Doing so means removal from the Board.

E. Committee Members

The club may create committees or empower individuals to coordinate specific functions or tasks for the club. Club members in these roles are not officers of the club.

Proposed new Section XI

XI. Elections

- The club shall conduct an election each year for elected officers. Terms of elected service begin on January 1 and end on December 31.
- The President is elected for a 1-year term.
- Directors on the Board are elected for 2-year terms. There are 9 Directors. Directors' terms are staggered, such that 4 or 5 Directors are elected each year.
- Directors may serve up to 3 consecutive terms. They may serve again after a break of 1 year.
- At the general meeting each September, the club shall specify procedures for nomination and voting in the election. The club shall also appoint a person or persons to implement these procedures.
- Election results shall be announced at the November general meeting.
- All dues-paying club members are eligible to vote in the election.