



NEORQC President

The duties of the NEORQC President include attending board meetings, general meetings, and serving as a member of the board. The President shall preside at all meetings and shall be an ex-officio member of all standing committees, except the Nominating Committee. The President shall appoint, with board approval, all appointed officers and standing and special committees not covered by the Bylaws. The President must co-sign all contracts with one other board member.

The President shall communicate with the board on all organizational business as it arises regarding old business, new business, and the appropriateness of NEORQC's needs, and keep the board informed of any business which occurs between board meetings.

The President is an advisor to each committee on an as-needed basis in the position of de facto member of all committees. Each committee chair must provide a copy of the minutes of all the committee's activities between board meetings. This should be sent at least two weeks before the board meetings in February, May, and September. All committee chairs need to copy the President on meeting minutes from each meeting held. Meeting minutes should be sent electronically, if possible.

The President has the freedom to contact all NEORQC past presidents for archival information and advice on current needs of the council when needed.

All web information must be approved by the President prior to posting on the website.

The President should have the authority to sign checks in the absence of the Treasurer. Banking documents will have co-signature authority by the President with the Treasurer.

The President will create the agenda for each board meeting in February, May, and September of each year. Based on decisions made and actions taken by the board during these meetings, the President will create the agenda for the general meetings held in March, June and October. The President will announce time and location for each board and general meeting at least one month prior to that meeting.

The President shall have authority over the board as well as direct reporting responsibility of the chairs for all committees, except Nominating Committee: Auditing, Seminar (Getaway), Membership, Grant, Annual Challenge and Webmaster. This would include all Adhoc Committees.

A budget is created by the officers for board approval in May, for general member approval in June. The fiscal year is July 1 to June 30.