ARTICLE IV
District Meetings, Annual Conference,
Officers, Elections, Duties

**Section 3. District Officers - Elections.** The district officers shall consist of a President, Vice-President and Secretary-Treasurer. These three officers shall be elected as a slate for a term of one (1) year at the Annual Conference. The slate of three officers shall be presented by a three-member Nominating Committee appointed by the District President.

**Section 4. District President - Duties.** The District President shall be the presiding officer at the District Meetings and may appoint a Nominating Committee (three members) to develop a slate of nominees for the annual election of officers. The District President is a member of the State Board of Directors and shall report county commissioner problems and issues in his or her District to the State Board of Directors.

## ARTICLE V State Officers, Elections, Duties

Section 2. State Officers - Selection. The outgoing State President shall preside over the election of State Officers at the Annual Conference. A Nominating Committee, consisting of the President, the Vice President, and the Past President, shall canvass the membership for candidates willing to serve in the offices open for election. Candidates for a State Officer must currently serve on the Board of Directors. The Nominating Committee shall present a slate of candidates for the open offices to the membership present at the Annual Conference. The President may provide for the nomination of other candidates for the open offices. Each of the President, Vice-President, Secretary, and Treasurer shall be elected by a majority vote of the membership present at the Annual Conference, and shall serve a one-year term commencing with the January 1 immediately following the Annual Conference at which he or she is elected and continuing through the following December 31 or such later date on which his or her successor is elected and qualified.

**Section 4. Vice President - Duties.** The Vice-President shall be the presiding officer and shall perform such other duties as may be required at Board Meetings or other state meetings when the State President is unable to attend. If the office of President becomes vacant or the President declares himself or herself unable to serve, the Vice-President shall assume the duties of the office of President. To the extent possible, the Vice President shall attend each of the Annual Conference, District Meetings and other events scheduled by the Association.

Section 5. Secretary - Duties. The Secretary shall record the minutes of all Association and Board of Director's Meetings, and distribute such minutes to the Board of Directors after such meetings are held. The Secretary shall serve as the Executive Director in the absence of a duly appointed person for this office. To the extent possible, the Secretary shall attend each of the Annual Conference, District Meetings and other events scheduled by the Association.

**Section 6. Treasurer - Duties.** The Treasurer shall, with the assistance of the Executive Director and the Controller, receive membership dues, funds and grants of the Association; account for same and audit all bills and payments. The Treasurer, with the assistance of the Controller, shall

present a statement of financial condition at least once a year and other times specified by the Board of Directors. <u>To the extent possible</u>, the Treasurer <u>shall attend each of the Annual Conference</u>, District Meetings and other events scheduled by the Association.

Section 7. <u>Past President – Duties.</u> The Past President shall assist the President, Vice-President, Secretary, and Treasurer in such manner as requested by them. To the extent possible, the Past President shall attend each of the Annual Conference, District Meetings and other events scheduled by the Association.

<u>Section 8.</u> District Presidents - Duties. The District Presidents shall assist the President, Vice-President, Secretary and Treasurer in such manner as requested by them and promote a communication program among the counties in their respective Districts. They shall review and recommend approval or disapproval of Associate Membership applications when referred to them. To the extent possible, the District Presidents shall attend each of the Annual Conference, their District Meetings and other events scheduled by the Association

**Section 82. Vacancies.** In the event of a vacancy in the office of President, Vice-President or Secretary, the succeeding officer would assume the vacant position, each moving up in turn, and a new Treasurer would then be chosen by the Board of Directors. In the event of a vacancy in the office of Treasurer or Past President, the Board of Directors shall appoint a successor.