

AWRA BOARD OF DIRECTORS POSITION DUTIES

President (1-year term)

Shall preside at meetings, shall, in consultation with the Board of Directors, appoint all committees, and shall perform all other duties incident to the office. The President shall prepare, in collaboration with the Secretary and Treasurer, an annual report of the Section's activities to be presented to the annual meeting of the Section and to be forwarded by the Secretary to the President of the American Water Resources Association.

President-Elect (1-year term)

Shall perform the duties of the President when the latter is absent and shall succeed to the office of President in the following year. Historically has helped to recruit plenary and keynote speakers, has helped coordinate the nomination and election of officers, and performed other responsibilities related to the annual conference.

Vice President (1-year term)

Shall perform the duties of the President-Elect when the latter is absent. Some of the duties that the vice-president has helped with in the past include recruiting moderators for the general sessions, assisting with the technical program review, and performing other miscellaneous duties as assigned.

Secretary (2-year term, elected in odd years)

Shall keep the minutes of the Section's meetings, shall issue notices of meetings, and shall perform all other duties incident to the office.

Treasurer (2-year term, elected in even years)

Shall be responsible for all funds of the Section and the dues of the American Water Resources Association as agreed to between the Board of Directors and the American Water Resources Association. The Treasurer's accounts shall be audited at the close of each year as directed by the President. The Treasurer shall prepare an annual report and financial statement for presentation at the annual meeting.

Director-at-Large (2 positions, 2-year term, staggered appointments)

Shall serve on the Board of Directors to help manage the affairs of the Section including administration, program development and supervision of financial affairs.