

Election and Duties of Officers

B-60

PURPOSE: This policy establishes the rules for election of Board officers and sets forth the duties of the officers.

B-60-10 Annual Organizational Meeting. The Board shall hold an annual organizational meeting at a regular meeting in December each year during which the officers of the Board shall be established or reconfirmed. Officers assume their duties immediately upon Board confirmation. At this meeting the Board shall elect officers of the Board including Board President and Vice-President.

B-60-20 Term of office. The term of office for President shall be one year. The term of office for Vice-President shall be one year.

B-60-30 Office of President. The President shall serve as chairperson at all Board meetings and shall have the same rights as the other Board Members in voting; introducing motions, resolutions and ordinances; and participating in discussions.

B-60-40 Chairperson. The President of the Board shall serve as Chairperson for meetings of the Board. In the absence of the President, the Vice President shall serve as chairperson. If both the President and Vice President are absent, the chairperson shall be determined by reference to Section B-100-30 and shall be the chair of the first committee listed who is available to serve. That person shall also serve as Board president until the President or Vice President is available to serve.

B-60-50 Executing Documents. Unless authority has been delegated to the District Manager, the President, or if he be unavailable, the Vice President may execute District documents. In the event both the President and Vice President are unavailable, the member last serving as Chairperson as determined under Section B-60-40, may execute District documents on behalf of the Board.

B-60-60 Assuring Integrity. As presiding officer at Board meetings, the President shall assure the integrity of the Board process, including the effectiveness of meetings and the Board's adherence to Board policy. The President shall recognize speakers and makers of motions, call for public participation, rule on the passage or failure of motions, ensure that all Board Members have an equal opportunity to speak during discussions, appoint standing and ad hoc committee members and chairpersons, and may set the time and place for special meetings and emergency meetings.

B-60-70 Public Ceremonies. The President shall represent the District in public ceremonies unless otherwise designated by the Board of Directors.

B-60-80 Fiscal Year Affirmation of Office, District Engineer, District Legal Counsel and Board Secretary. At its regular meeting in June of each year, the Board will consider, and if appropriate, affirm the offices of District Engineer, District Legal Counsel and Board Secretary for the coming Fiscal Year.