



SOUTHEAST CHAPTER BLACKS IN GOVERNMENT

****Elections - November 12, 2011****

Positions Open for Election

Term: January 1, 2012 - December 31, 2013

Nominees must be Regular or Life members in good standing (National and local dues current), be willing to serve the chapter by attending two monthly meetings, and able to perform the duties of the position.

President serves as Chair of the Executive Committee and shall be an official member of all committees except the Nominating and Elections Committee. In addition, the President shall guide the implementation of programs which have been approved by the membership; shall recommend to the membership changes in programs and procedures; shall present the chapter's annual report; countersign with the Treasurer or Assistant Treasurer (in the absence of the treasurer) checks drawn on the chapter's treasury; shall receive reports on activities of the various committees; and shall make appointments as necessary. The President shall also perform other duties as assigned by the Executive Committee or the Chapter.

Secretary maintains a record of the proceedings (minutes) of the organization and shall produce such records upon request of any member in good standing. The Secretary shall have available the minutes of the previous meeting at each Executive Committee and Chapter meetings and shall perform other duties as assigned by the Executive Committee or the Chapter.

Assistant Treasurer serves as the Membership Chair, maintains a record of all dues-paying members, submits notification of renewals when due, monitors the collection of dues and reports on the status of paid memberships. In case of absence or disability of the Treasurer, the Assistant Treasurer shall perform all the duties of the Treasurer and other duties as assigned by the Executive Committee or the Chapter.

Regional Council Delegate sits on the Regional Council and acts as the local advisor to the Board of Directors and the National Organization. As part of the work on the Council, Regional Council Delegates identify and develop common strategies to resolve regional problems; develop a mechanism to share ideas, concerns, problems, information, and innovations among Chapters in the Region and with the National Organization; present written concerns, resolutions, recommendations, and proposals to the Board of Directors and/or the President; and convene periodic meetings of the council as decided by the representatives of the council.