

BYLAW #13

THE CHAIR OF THE BOARD AND THE VICE-CHAIR

Approved: January 1984

Amendment: December 2008

The Chair of the Board and the Vice-Chair

The Chair and Vice-Chair shall be elected annually in June of each year by the Board from among its appointed members, and having an effective date of September of each year.

The Chair and Vice-Chair shall serve for a term of one year or until their successors are elected.

The Chair and Vice-Chair shall be eligible for re-election.

The Chair and Vice-Chair may be removed from office by resolution of the Board.

The duties of the Chair include:

- i. calling meetings of the Board;
- ii. establishing the agenda for Board meetings;
- iii. presiding over all meetings of the Board;
- iv. witnessing documents, as required, and as authorized by the Board;
- v. appointing, subject to ratification of the Board, committee members and committee chairs;
- vi. maintaining a regular liaison with the President;
- vii. acting as spokesperson on any matter dealt with by the Board; and
- viii. such other duties as determined by the Board.

The duties of the Vice-Chair include performing the duties of the Chair in the absence or inability to act of the Chair.