BOARD/OFFICERS

(Copied from Bylaws)

5.05 **President.** The President shall be the principal executive officer of the Association and shall in general supervise and control all of the business and affairs of the Association. He shall preside at all meetings of the Members and of the Board. He or she shall sign, with the Secretary or any other proper officers of the Association authorized by the Board, any deeds, mortgages, bonds, contracts or other instruments which the Board has authorized to be executed, and in general he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board from time to time.

5.06 **Vice President.** In the absence of the President or in the event of his or her inability or refusal to act, the Vice President shall perform the duties of the President and when so acting shall have all the powers of and be subject to all the restriction upon the President. The Vice President shall perform such other duties as from time to time may be assigned to him or her by the President or by the Board.

5.07 **Treasurer.** The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Association; receive and give receipts for money due and payable to the Association from any source whatsoever, and deposit all such money in the name of the Association in such banks, trust companies or other depositories as shall be selected by the Board; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him or her by the President or by the Board. The Treasure shall give a bond for the faithful discharge of this or her duties, in such sum and with such surety or sureties as the Board shall determine, before he or she enters upon the duties of his or her office but no later than ten (10 business days after being elected to the office. The cost of the bond shall be paid by the Association.

5.08 **Secretary.** The Secretary shall keep the minutes of the meeting of the Members and of the Board in one or more books provided for that purpose; see that all notices are duly given in accordance with the provisions of the Bylaws, or as required by law; be custodian of the Association records and of the seal of the Association and see that the seal of the Association is affixed to all documents, the execution of which on behalf of the Association under its seal is duly authorized in accordance with the provisions of the Bylaws; keep a register of the post office address of each Member which shall be furnished to the Secretary by such Member, and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or by the Board.