

Executive Committee:

The Executive Committee shall be the steering body of the District. Its decisions shall be subject to review by the District at any regular business meeting. The Executive Committee shall be composed of Elected Officers:

- Chair - The Chairman shall be the executive officer of the District, a member ex-officio of all committees and the presiding officer at all meetings. He/She shall appoint all committees with the concurrence of the District.
- Vice-Chair - The Vice-Chairman will act in place of the Chairman during a temporary absence of the Chairman.
- Secretary - The Secretary shall keep an accurate record of the proceedings of the District. He/She shall issue all calls, notices, etc., as instructed by the District and/or the Chairman. He/She shall handle the correspondences of the District and have custody of all books, papers, and records other than financial, including the membership and attendance at meetings, and shall keep minutes of all official meetings, send out notices of all meetings, whether regular or special; and perform such other duties as directed by the Chairman or the District.
- Treasurer - The Treasurer shall maintain a set of books showing all receipts and disbursements of the District and the accounts of each member of the District. He/She shall submit a complete report of the year's financial business to the District at each Annual Meeting which shall be audited as directed by the Association. The Treasurer shall receive and have custody of all funds of the District. He/She shall pay out all monies of the District, accounting for same at the Annual Meeting and at other times as requested by the Chairman or the District.