

## **LEAGUE OF WOMEN VOTERS OF SCHENECTADY COUNTY OFFICERS AND BOARD MEMBERS POLICY**

### **A. Board Composition and responsibilities:**

1. The Board consists of: Elected Officers (no more than 8), Elected Board members (no more than 8) and Appointed Board members
2. Board members are expected to attend Board meetings on a regular basis.
3. Board members have the right to vote at Board meetings.
4. **Elected Board offices are for a term of two years. Terms of elected board members shall be staggered. Up to 4 officers and 4 elected board members will be elected each year.**

### **B. Elected Officers (up to 8):**

1. 3 or 4 Steering Committee Members (or President and up to 3 Vice Presidents)
2. Treasurer
3. Secretary

### **C. Elected Board Members- (No more than 8)**

1. Voter Service Chair
2. Membership Chair
3. Bulletin Editor
4. At Large Board members
5. Action Chair
6. Others who may be elected to the Board
  - a. Outreach / Publicity Chair
  - b. Observer Corps Chair
  - c. Issue committee chairs (Judicial, education, etc.)
  - d. Fund raising chair
  - e. Other positions as appropriate

**D. Appointed Board members** are appointed by the Board when a vacancy occurs or a need is identified during the year. Appointments are for the year or the remainder of the League year.

### **E. Project coordinator positions**

- a. *Project coordinators are appointed.*
- b. Project coordinators are sought for Voter Service tasks such as Chairing Candidate Forums, Vote 411, Voter registration coordination etc.
- c. **Project Coordinators** usually would serve off the Board. They have the option of being appointed to the Board.
- d. Project coordinator positions may be announced/presented at the Annual Meeting, but are not voted upon by the membership.

**F.** Committee chairs who opt to decline Board membership but fulfill other responsibilities of their position may serve off the board.

### **G. Nominating Committee:**

- a. Consists of three elected members and two members appointed by the Board from the Board. One shall be the membership chair.
- b. Elected Nominating Committee members do not serve on the Board

**H. The Budget Committee and the Audit Committee** are appointed by the Board. Chairs and members may be on or off the board.