

Duties of the President and Vice President
Of the
Country Club Heights Property Owners Association

The President shall:

- 1) Preside at all membership meetings
- 2) Present at each annual meeting of the organization a report of the work of the organization
- 3) Appoint all committees, ad hoc or permanent
- 4) See that all books, reports, and certificates as required by law are properly kept or filed
- 5) Be one of the officers who may sign the checks or drafts of the organization Have such powers as may be reasonably construed as belonging to the chief executive of any organization
- 6) Annually appoint a Committee of one or two members to audit the Treasurer's accounts and report thereon to the Board of Directors prior to the annual meeting.

The Vice President shall:

In the event of the absence or inability of the president to exercise his office, become Acting President of the Organization with all the rights privileges and powers as if he/she had been the duly elected president.

Duties of the President shall also include: