

Policy Title:

*Annual and Organizational Meeting*

Code No. **201.3**

Each year after August 31<sup>st</sup>, the Board of Directors shall meet and organize at the next regularly scheduled meeting. The meeting shall be held at a time and location designated by the secretary.

Such organization shall be affected by the election of the president and vice president by the members of the board, who shall be entitled to vote as members.

The organizational meeting of the Board of Directors shall be called to order by the immediate past president. In the event that person is no longer a member of the board, the immediate past vice president shall act as temporary chairperson.

If a quorum is present, the first order of business shall be to swear into office any new members. The board shall elect from its membership a president and vice president. The elections shall be conducted by first obtaining written nominations. The two members whose names appear most frequently as nominees for an office shall be the candidates. The election to office shall be by written ballot.

**Date of Adoption:** July 11, 1977  
January 10, 1983

**Date of Revision:** January 9, 1989  
October 9, 2000  
September 23, 2002  
November 13, 2006  
September 28, 2009  
September 13, 2010  
November 14, 2011

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