

CHAPTER BOARD MEMBER OBLIGATIONS & RESPONSIBILITIES

Chapter President

The duties and responsibilities of the Chapter President include but are not limited to the following:

- ✓ Providing representation for the entire chapter membership and the best interests of the association
- ✓ Exercising leadership to encourage the engagement of board members, local and statewide membership & future VRLTA prospects.
- ✓ Presiding at all virtual & in person meetings of the chapter board according to the agenda established by the President & VRLTA Staff
- ✓ Attends all chapter events and assists VRLTA staff in executing event goals as needed.
- ✓ Keeping the VRLTA state office informed of local chapter initiatives and opportunities for VRLTA support.
- ✓ Working with VRLTA staff to present to the chapter board the basic policies that will further the goals and objectives of both the chapter and VRLTA.
- ✓ Establishing and carrying out goals for the chapter in cooperation with the chapter board and VRLTA staff
- ✓ Actively participating in the growth and sustainability of the overall Chapter
- ✓ Representing the chapter at any statewide or virtual meetings of the Chapter Presidents
- ✓ Chapter President will serve on the VRLTA State Board

Chapter Vice President

The duties and responsibilities of the Chapter Vice President include but are not limited to the following:

- ✓ Attending all virtual & in person meetings of the chapter board
- ✓ Attending all chapter events and assisting VRLTA staff if Chapter President is absent.
- ✓ In the absence of the Chapter President or the inability of the Chapter President to act, the Vice President takes their duties.
- ✓ Exercising leadership to encourage the engagement of board members, local and statewide membership & future VRLTA prospects.
- ✓ Keeping the VRLTA state office informed of local chapter initiatives and opportunities for VRLTA support.
- ✓ Establishing and carrying out goals for the chapter in cooperation with the chapter board and VRLTA staff
- ✓ Actively participating in the growth and sustainability of the overall Chapter
- ✓ Conducting special assignments as directed by the Chapter President
- ✓ The Chapter Vice President reports directly to the Chapter President



Chapter Board Member

The duties and responsibilities of Chapter Board Members include but are not limited to the following:

- ✓ Attending all virtual & in person meetings of the chapter board
- ✓ Attending all chapter events and assisting VRLTA staff if needed
- ✓ Exercising leadership to encourage the engagement of board members, local and statewide membership & future VRLTA prospects
- ✓ Keeping the VRLTA state office informed of local chapter initiatives and opportunities for VRLTA support
- ✓ Actively participating in the growth and sustainability of the overall Chapter

