

APPENDIX E

GENERAL OPERATIONAL DUTIES AND EXPECTATIONS OF THE SOCIETY EXECUTIVE COUNSELORS

Executive Counselors have no specific responsibilities per se, other than those assigned to them by the Society leadership on an individual basis. The general responsibilities lie in attending and participating in the Board Meetings (nine in all spread out over the three-year term in office), and being involved in the governance of the Society during their term in office. Executive Counselors serve as voting members of the Executive Board.

Time-Line

Year One

November

1. Attend the first November Board Meeting as observers (held on the Tuesday prior to the Annual Meeting from 3:00 pm until 7:00 pm; includes dinner).
2. Attend the second November Board Meeting as voting members (held on the Saturday of the Annual Meeting from 12:00 noon until 5:00 pm).

April - Attend the Mid-Year Board Meeting (usually held the last weekend in April from 3:00 pm to 7:00 pm on that Friday with dinner thereafter, and from 9:00 am to 3:00 pm on Saturday).

November - Attend the first November Board Meeting as voting members (held on the Tuesday prior to the Annual Meeting from 3:00 pm until 7:00 pm, with dinner thereafter).

Year Two

November

1. Attend the Ice Cream Social (and work!!).
2. Attend the second November Board Meeting as voting members (held on the Saturday of the Annual Meeting from 12:00 noon until 5:00 pm).

April - Attend the Mid-Year Board Meeting (usually held the last weekend in April from 3:00 pm to 7:00 pm on that Friday with dinner thereafter, and from 8:00 am to 4:00 pm on Saturday).

November - Attend the first November Board Meeting (held on the Tuesday prior to the Annual Meeting from 3:00 pm until 7:00 pm, with dinner thereafter).

Year Three

November

1. Attend the Ice Cream Social (and work!!).
2. Attend the second November Board Meeting as voting members (held on the Saturday of the Annual Meeting from 12:00 noon until 5:00 pm).

April - Attend the Mid-Year Board Meeting (usually held the last weekend in April from 3:00 pm to 7:00 pm Friday, with dinner thereafter, and from 8:00 am to 4:00 pm on Saturday).

November

1. Attend the first November Board Meeting (held on the Tuesday prior to the Annual Meeting from 3:00 pm until 7:00 pm, with dinner thereafter).
2. Attend the Ice Cream Social (and work!!).
3. Term in office expires Friday evening of the Annual Meeting.