

Immediate Past President

Revised April 2015

Approved

Purpose:

As Immediate Past President, to serve as the Chair of the Nominating, Distinguished Service Award and Archival Advocacy Award Committees.

Term of Office:

Third year of three-year term.

Major Duties:

- As a voting member of the Executive Board, attends four Board meetings and the Annual Business Meeting.
- Consults with the President and Vice President to provide continuity.
- Chairs the Nominating Committee and appoints the Nominating Committee with the approval of the Executive Board.
- As Chair of the Nominating Committee, is responsible for overseeing yearly elections.
- Chairs the Distinguished Service Award Committee.
- Chairs the Archival Advocacy Award Committee.
- Submits a quarterly report to the Board prior to the Board meeting.