

POSITION: Past President

PURPOSE:

The Past President shall assist the President and President Elect with the governance of the Association, assuring for annual elections, fiscal health of the Association and maintaining current corporate bylaws. The Past President serves for one year commencing with the adjournment of the Winter Conference at the end of his/her term of office as President.

DUTIES:

The Past President shall:

1. Serve as Chairperson and Board of Directors liaison for the Nominations, Elections and Awards Committee.
2. Serve as a member of the Finance Committee.
3. Serve as Board of Directors liaison to the other Past Presidents in order to provide guidance regarding the Association's mission, structure, operation and service to members. This includes maintaining the MSFAA Past President's listserv associated with the MSFAA website.
4. Participate and vote at Board of Directors meetings and Association meetings, contribute to the formulation of Association policies and procedures, and assist with other Association activities as needed.
5. Maintain Association bylaws, elected position descriptions, committee descriptions, and Association Policies and Procedures Manual.
6. Update corporate bylaws with actions taken by the Board of Directors.
7. In accordance with the Association's bylaws shall fill a vacancy created by the death, resignation or removal of the President.

Revision Date: 3/07

