ITEM 3.2.2 JOB DESCRIPTION – FIRST VICE CHAIR

The First Vice Chair of the Board of Trustees is selected by an election among the nine (9) Trustees according to HB 1857 and the District Bylaws, Section 5.

DUTIES:

1. Assume the duties of the Chair in event of Chair's absence

2. Assist Chair as requested.

3. Countersign checks in absence of Chair or Treasurer.

4. Responsible to receive applications for vacant Board of Trustee seats. (see PP 5.23)

06/16/25015

Board Adopted – 08-18-2020
Amended 8/28/2026
Adopted 10 20 26