ITEM 3.1 BOARD OF TRUSTEES, ELECTION OF OFFICERS AND ASSIGNMENT OF RESPONSIBILITIES

A. Officers. Three trustees are elected each year to a term of 3 years. Terms of office begin first Tuesday of April. As soon as possible on or after first Tuesday of April a special meeting of trustees shall be called for organization.

1. The chair from prior year, or highest ranking officer in event chair's term expired and was not reelected, shall call the meeting, and conduct election of officers for the new year: Chair, 1st vice-chair, 2nd vice-chair, secretary, treasurer.
2. Newly elected chair and secretary then take charge of the meeting for the following allocation of responsibilities.

B. Areas of Responsibility. Per Bylaws Article 4, Section 5G Areas of Trustee Responsibility shall be divided among the trustees according to their interests and experience. First choice of selections shall be by volunteering, and remaining areas by nominations and election among the trustees.

1. Each trustee shall have authority and responsibility to administer and direct routine affairs of the District within their assigned area.
2. Items over $2,000.00 and matters of major importance shall be brought to board meetings for action.
3. Specific duties and details for some areas follow in this section.
4. Trustee may authorize purchases up to $2,000.00 of budgeted funds for their area.
5. Trustees shall report fully regarding their activity to each monthly meeting of board.
6. In the event of urgent matters of major importance, the trustee shall consult with the Chair and District Manager regarding need to call a special meeting of board to consider such matters.
7. Any areas of responsibility not assigned shall default to the chair.

C. Replacements. At the request of any trustee, or in the event a trustee resigns, or a new trustee is appointed to fill a vacancy, officers and areas of responsibility may be reassigned as necessary at any regular or special meeting of the board.

10/4/2016

Board Adopted - 08-18-2020
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