

BOARD OFFICERS

At the Board's organizational meeting, the Board shall elect a President, Vice President, Treasurer and Clerk from among its members.

President Duties

The Board President shall:

1. Preside at all meetings.
2. Have the right to offer, discuss and vote on motions and resolutions.
3. Appoint committees.
4. See that minutes are properly recorded, approved and signed.
5. Not allow aimless discussion at Board meetings.
6. Perform all other duties prescribed by law or the Board.

Vice President Duties

The Board Vice President shall:

1. Discharge the duties of Board President if the Board President is unable to discharge his/her duties.
2. Perform all other duties prescribed by law or the Board.

Treasurer Duties

The Board Treasurer shall:

1. Perform all duties prescribed by law or the Board.

Clerk Duties

The Board Clerk shall:

1. Be responsible for recording the proceedings of the district and Board meetings and entering them in the district's official records.
2. Oversee the mailing of certified statements of tax levies voted for operation and not before reported and the amount of taxes to be collected for annual payment of any indebtedness to municipal clerks on or before the last working day in October.
3. Perform all other duties prescribed by law or the Board.

LEGAL REF.: Sections 19.88 Wisconsin Statutes
 120.05
 120.15
 120.16
 120.17

CROSS REF.: 177, Board Organizational Meeting

APPROVED: January 30, 1995