

LC Operations Manual

OFFICERS

55. The Officers of the Corporation are the President, Director Administration and Executive Director, who will also serve as Corporate Secretary.
56. The *President* will be responsible for the general supervision of the affairs of the Corporation, will preside at meetings of Members and at meetings of the Board, will be responsible for the operation of the Board, will be the official spokesperson of the Corporation, will oversee an annual Board review process, and will perform such other duties as may from time to time be established by the Board.
57. The *Director Administration* will be responsible for overseeing the finances of the Corporation, strategic and operational planning, office administration and operations, and Corporation governance. He/she will ensure the care and custody of all the funds and securities of the Corporation in such banks or other financial institutions as the Board of Directors may direct and will perform such other duties as may from time to time be established by the Board. The Director Administration will act for the President if the President is unable to act.
58. The *Executive Director*, who is not a Director but may attend meetings of the Board by standing invitation in a non-voting capacity, will be charged with the duties of the Corporate Secretary and will perform such duties as are required by the Act, other government agencies, and the Corporation through its Governance Policies. If required, third party consultants and legal counsel may be contracted by the Corporation to aid the Executive Director if the Director Administration so approves. The Executive Director will be responsible for the management and supervision of the operations of the Corporation.
59. In an emergency situation where action must be taken by the Corporation in the best interests of lacrosse and it is not reasonably possible to convene a meeting of the Board, the Officers may take action that the Board or Sector or Committee may take except in relation to an expenditure of funds over \$10,000. In such case, the Officers will take reasonable steps to consult with as many Directors and Sector or Committee Chairpersons, as the case may be, as is reasonably possible for their opinion prior to making the decision.