



Chair - [chair@chathamringette.com](mailto:chair@chathamringette.com)

#### Overview:

The President of the Chatham Ringette Association is responsible for the overall direction and supervision of all activities associated with the association and shall exercise authority through the Board of Directors as provided in the bylaws, without limiting the generality of the duties outlined in the duties of the bylaws.

#### Role and Responsibilities:

- Chair all Board of Directors.
- Prepare meeting agendas.
- Vote only in the case of a Tie.
- Attend, or designate someone to attend, all meetings held within the Lower Ontario Ringette League (LORL) and relay to the Board of Directors the proceedings of such meetings.
- Act as the official spokesperson for the CRA.
- Liaison between CRA, Ringette Ontario (RO), and any other Ringette Associations.
- Keep the Board of Directors up to date with any correspondence received and share correspondence with appropriate board members as needed that may affect the association.
- Work with Director - Coaching Coordinator, to make recommendations of coaching/bench staff to the Board.
- Ensure that all CRA, GLRL, LORL and RO Constitutions and Bylaws, Policies, Rules and Regulations, or any other decision of the Board of Directors is being followed by its members. If not, the President will take immediate steps to inform the Board of Directors and follow through with any recommendations from the Board.
- Work closely with the Treasurer and will have signing authority.
- Work closely with the Vice-President, keeping the VP informed in case the President should be absent for any reason.
- Communicate with parents and players along with Public Relations role; be available to answer questions from members of the Association. Initiate & facilitate any membership communication meetings during the season to address changes in direction of the association or to address general concerns.
- Initiate the Grant Application Process with the assistance of the Sponsorship Director.
- Update the Government of Ontario with all Board of Director changes any time they may occur throughout the year
- Shall prepare and submit to the members at the annual meeting a statement and report of the preceding year at the AGM.
- Give leadership to the governing body of CRA.