



## Vice Chair

[vicechair@chathamringette.com](mailto:vicechair@chathamringette.com)

### Overview:

- The Vice President shall assume all the duties and responsibilities and have all powers and rights of the President in the absence of the President, or where the President is unable to act due to illness or other cause or where the President so designates. Should the position of President become vacant for any reason, the Vice President shall perform the duties of the President until such a time as the Board can elect a new President.

### Role and Responsibilities:

- Attend all board meetings and any other meetings as directed by the President.
- Also have the powers and responsibilities which may be assigned by the President or the Executive Committee, and in the absence of the President assume these powers and responsibilities.
- Shall be responsible for maintenance of by-laws and policies and procedures of the Association.
- Assist other Board of Directors with duties assigned from time-to-time.
- Along with the Chair and Treasurer, will also have signing authorities.
- Will co-ordinate with Chair for all monthly meetings and the Annual General Meeting.
- Chair the Annual General Meetings.

CHATHAM RINGETTE ASSOCIATION



[WWW.CHATHAMRINGETTE.COM](http://WWW.CHATHAMRINGETTE.COM)



P.O. BOX 492 CHATHAM, ONTARIO N7M 5K6



[INFO@CHATHAMRINGETTE.COM](mailto:INFO@CHATHAMRINGETTE.COM)