

President

It is the duty of the President to preside at all meetings of the Branch and the Board of Directors. The President convenes the Board at least once a year and as often thereafter as the business of the Branch may require. There will be general membership meetings as deemed appropriate. The President will appoint the chairman of each standing committee subject to approval by the Board.

President-Elect

Serves as chair of the Program Committee. The President-elect will perform the duties of the President, in his/her absence.

Immediate Past-President

The immediate Past-President shall be a member of the Board of Directors.

Secretary

The Secretary keeps the minutes of the meetings of the Branch and the Board of Directors. He/she has charge of all records other than financial, and keeps a corrected list of the members, notifies members of their election and/or appointments, notifies members of the Board of meetings, and presents to the Board all matters requiring their action.

Treasurer

The Treasurer receives membership dues and assessments and all other monies of the Branch. He/she pays all obligations of the Branch authorized by the Board of Directors, and presents a statement of the current financial report showing income and expenses for the calendar year to the Board at each meeting. The treasurer serves as District 5 AALAS Annual Meeting Treasurer when KY Branch serves as host.

Technician Branch Representative

The Technician Branch Representative is the informational link between the Branch, District 5 AALAS, and the National AALAS. The TBR is responsible for KY Branch AALAS, Inc Annual Tech Night.

Board of Directors

The functions of the Board of Directors include, but are not limited to:

- Establishing policies appropriate to the Branch objectives stated in the Constitution.
- Approving methods for the procurement of funds including annual dues, special assessments, advertising rates, and philanthropy projects.
- Determining the allocation of Branch monies in the budget.
- Proposing and recommending amendments to the Constitution and Bylaws.
- Certifying candidates submitted by the Nominations Committee for elective offices of the Branch.
- Approving the annual electoral ballot submitted by the Nominations Committee chair.
- Reviewing the annual audit.
- Maintaining good public relations and disseminating information concerning the Branch and its activities to appropriate individuals, organizations and news media.