LEAGUE OF WOMEN VOTERS OF SCHENECTADY COUNTY OFFICERS AND BOARD MEMBERS POLICY

A. **Board Composition and responsibilities:**
   1. The Board consists of: Elected Officers (no more than 8), Elected Board members (no more than 8) and Appointed Board members.
   2. Board members are expected to attend Board meetings on a regular basis.
   3. Board members have the right to vote at Board meetings.
   4. **Elected Board offices are for a term of two years. Terms of elected board members shall be staggered. Up to 4 officers and 4 elected board members will be elected each year.**

B. **Elected Officers** (up to 8):
   1. 3 or 4 Steering Committee Members (or President and up to 3 Vice Presidents)
   2. Treasurer
   3. Secretary

C. **Elected Board Members**— (No more than 8)
   1. Voter Service Chair
   2. Membership Chair
   3. Bulletin Editor
   4. At Large Board members
   5. Action Chair
   6. Others who may be elected to the Board
      a. Outreach / Publicity Chair
      b. Observer Corps Chair
      c. Issue committee chairs (Judicial, education, etc.)
      d. Fund raising chair
      e. Other positions as appropriate

D. **Appointed Board members** are appointed by the Board when a vacancy occurs or a need is identified during the year. Appointments are for the year or the remainder of the League year.

E. **Project coordinator positions**
   a. *Project coordinators are appointed.*
   b. Project coordinators are sought for Voter Service tasks such as Chairing Candidate Forums, Vote 411, Voter registration coordination etc.
   c. **Project Coordinators** usually would serve off the Board. They have the option of being appointed to the Board.
   d. Project coordinator positions may be announced/presented at the Annual Meeting, but are not voted upon by the membership.

F. Committee chairs who opt to decline Board membership but fulfill other responsibilities of their position may serve off the board.

G. **Nominating Committee:**
   a. Consists of three elected members and two members appointed by the Board from the Board. One shall be the membership chair.
   b. Elected Nominating Committee members do not serve on the Board

H. **The Budget Committee and the Audit Committee** are appointed by the Board. Chairs and members may be on or off the board.