

West End Civic Association Elected Positions – Bylaws May, 2010

June is the WECA annual meeting where WECA members vote for the positions of: President, two Vice presidents, Secretary and Treasurer.

The bylaws now call for the election of up to two vice presidents, one from Farmington Avenue north and one from Farmington Avenue south. The south of Farmington position is brand new so it is vacant.

We especially are seeking one or more candidates for the south of Farmington Avenue VP position to increase that sector's influence and input. This is a great opportunity to serve your neighborhood. David Barrett, WECA President, is available at 860-509-9519 or d Barrett@hartsem.edu to discuss what is involved in filling one of the positions. A description of each position from the WECA bylaws is below.

From the Bylaws:

A. The officers consist of a President, up to two Vice Presidents, Secretary, and Treasurer. The term of each office shall run for one year from their election or until such later date as a successor has qualified.

B. The duties of the officers shall be as follows:

1. The **President** shall be the chief officer and shall preside at all meetings of the Executive Board and of the Association. The President shall be the official spokesperson for the Association, reflecting the official policy of the Executive Board and/or the Association. The President shall be responsible for the coordination of staff functions for the Association with the advice and consent of the Executive Board.
2. The **Vice President(s)** shall perform such duties as assigned by the President and the Executive Board. Included in these duties may be the coordination of the committees of the Association. In the absence of the President from any meeting, a Vice-President shall perform the duties of the President. In case the office of the President becomes vacant, a Vice President, selected by the Executive Board, shall automatically succeed the President to the office for the remainder of the term. When the membership chooses to elect two Vice Presidents, one shall reside from north of Farmington Avenue , including the north side of the avenue; one shall reside from south of Farmington Avenue , including the south side of the avenue.
3. The **Secretary** shall keep the minutes of all meetings of the Association and the Executive Board. The Secretary shall have custody of all corporate records and documents. The Secretary shall perform the duties of the President in the absence of the President and Vice President(s). In such case, the Secretary shall appoint a temporary secretary for that meeting. The Secretary is responsible for all communications of the organization, including but not limited to special meeting notices.
4. The **Treasurer** shall have custody of the funds of the Association, keeping them in their appropriate bank accounts, shall collect all dues and shall, under the direction of the Executive Board, disburse funds. The Treasurer shall present quarterly, to the Executive Board, a record of the finances of the Association. Furthermore, the Treasurer shall report at the Annual Meeting, an accounting of the receipts and disbursements for the year. Checks shall be signed by the Treasurer, or in his absence, the President. The Treasurer shall keep a correct roll of the duly paid members. In the absence of the President, Vice President(s) and Secretary, the Treasurer shall preside at any meeting. In the event all officers are absent, the members present may designate a presiding officer.