

## **PRESIDENT**

The President shall:

- i. Have a general responsibility for the overall operation of the Club and oversee all aspects of the club's operation:
- ii. Act as a signing officer for the Club.
- iii. Ensure that club policy is followed;
- iv. Ensure that any club projects/special events are carried out in an efficient, well planned and timely manner;
- v. Represent the Club to the public when required;
- vi. Chair regular monthly club meetings and initiate new members;
- vii. Chair meetings of the Management Committee;
- viii. Notify club members, both orally and in writing, of any new policy or other issue affecting the members;
- ix. Prepare and distribute the agenda for Management Committee meetings;.
- x. Prepare agenda/format for the Annual General Meeting; and,
- xi. Serve as an ex officio member on all club committees.