

KL OFFICERS Duties

PRESIDENT

- a) Act as the chief executive officer of the Kappa League.
- b) Preside as a nonvoting member at all meetings of the Board of Directors and General Membership.
- c) Be an ex-officio member of all committees of the Kappa League,
- d) Be empowered to appoint any special committees for the general welfare of the Kappa League.

(FIRST) VICE-PRESIDENT

- a) Oversee programs and projects.
- b) Be an ex-officio member of all committees of (a) immediately above.
- c) Be an assistant to the President for all executive tasks.

(SECOND) VICE-PRESIDENT

- a) Oversee the following areas of responsibility: Parliamentarian, Sergeant-at-Arms, Constitution, Bylaws, Historian, and Public Relations.
- b) Be an ex-officio member of all committees of (a) immediately above.
- c) Be an assistant to the President for all executive tasks.

(THIRD) VICE-PRESIDENT *Mr. Bogle*

- a) Oversee membership recruitment and activation.
- b) Be an ex-officio member of all committees of (a) immediately above,
- c) Be an assistant to the President for all executive tasks.

SECRETARY

- a) Keep minutes of all meetings of the Board of Directors and General Membership.
- b) Maintain a book of records containing the minutes listed in (a) immediately above.
- c) Handle all correspondence for the Kappa League.
- d) Be assisted by a corresponding and recording secretary whose duties shall be assigned by the Secretary and will have the power to appoint members to this position.

TREASURER

- a) Be chairman of the Ways and Means Committee,
- b) Collect and record all dues and assessments,
- c) Be an ex-officio member of all fund-raising committees,
- d) Be assisted by a collection and recording Treasurer whose duties and appointments shall be made by the Treasurer.

HISTORIAN

- a) Record in the Kappa League scrapbook all activities of historical interest,
- b) Maintain the Kappa League archives.
- c) Maintain (update) Kappa League Website**

SERGEANT AT ARMS

- a) Keep order in the meeting.
- b) Make all decisions in parliamentary procedure.

Nomination

Any member of the Kappa League can nominate a person after consultation for an elected position. Once the member has accepted the nomination, he must at the time present a campaign speech to FortlauderdaleKL@gmail.com listing the attributes that will make him the best choice for the position.