

Vice President

Duties:

1. Serves as the second officer of the Chapter.
2. Performs the duties and exercises the power of the President when during the absence or disability of the President.
3. Succeeds to the Presidency if office is vacated.
4. Is kept up to date on all the President's correspondence and all Chapter business by the President.
5. Is authorized by the Board of Directors to countersign checks and sign or countersign other financial or legal instruments in the name of Pride of Kentucky Chapter.
6. Attends all regular meetings of the Board of Directors and other meetings as requested by the President.
7. Completes all assignments given by the President.
8. Purchases birthday and Christmas gifts for the President, Chorus Director, and Associate Director/Choreographer and for such other occasions as is necessary.
9. Coordinates officer and board member installation ceremony. If food or drink is deemed appropriate, coordinate with the Social Chair.
10. Keeps a record of accountabilities during the Chapter Board of Directors meetings. Reads accountabilities at the end of each meeting and distributes lists to board members.
11. Coordinates Special Committees.

Ratification: by CBOD 2/20/2025