

February 1, 2009

To All Craigmear Ski Club Members:

On behalf of the nominating committee, please consider expressing your interest in supporting the Craigmear Ski Club by running for an officer position.

If you would like to be added to this year's April 2009 slate for any of the following offices, please email or approach at a meeting any one of the three members on the Nominating Committee by February 28, 2009. Current officers will be included on the slate unless one of the members of the Nominating Committee is notified by February 28, 2009 to have their name removed.

The new slate will be presented during the first regular member meeting in March, 2009:
Wednesday, March, 4, 2009.

The election will be held during the first regular member meeting in April, 2009:
Wednesday, April 1, 2009.

The new elected officers will take effect during the first eboard meeting in May, 2009:
Wednesday, May 6, 2009.

Current Officers

(All are available for renewal)

President	(Louis Biron)
Vice President	(Larry Ticotin)
Co Vice President	(Bruce Stewart)
Treasurer	(Christine Jost)
Corresponding Secretary	(Craig DeSantis)
Recording Secretary	(Karen Hartman)
Parliamentarian	(Chris Budd)

Current Trustees

(3 Trustee spots are available for renewal)

Hans Winkler
Herb Winkler
Roy Spierer
Diane Bogert
Olivier Monad
Liliana Wilson
Glenn DeSantis

(Note: Glenn DeSantis is an Honorary Trustee as the immediate past President. He will remain until new president is elected. At that time Louis Biron will become the Honorary Trustee)

Brief descriptions of each office are at the end of this memo. If you have questions about the duties of these roles, contact the person currently holding the office.

Nominating Committee

Adele Di Bari 201-803-9133 adele7@mindspring.com
Linda Freedman lfreedman1@earthlink.net
Diane Bogert deebog@optonline.net

If you have any questions at all, do not hesitate to call Adele. Thanks for considering this important opportunity.

OFFICER DESCRIPTIONS

Sec. 1 President - the president will meet with the Executive Board, pursuant to Article IV, Section 3 of this Constitution, as prescribed to formulate the policy, finances, appoint committee chairpersons as a necessary part of the actual operation of the Ski Club. The president will preside over all Club meetings and be responsible for keeping the membership informed of Executive Board meetings. The president has the power to direct disbursement of budgeted funds but must secure the approval of the Executive Board to disburse non-budgeted funds. Pursuant to the Article IV, any power not specifically defined for the president or the Executive Board will be brought before the membership for a vote. The president may be a member of all committees except the nominating committee.

Sec. 2 Vice President - The vice president will assist the president in his/her duties and shall officiate in his/her absence. The vice president shall act as membership chairman and be responsible for carrying out Article I of the By-Laws concerning membership requirements.

Sec. 2a Co-Vice President – The co-vice president shall assist the vice president with his/her duties and shall officiate in his/her absence.

Sec. 3 Treasurer - the treasurer will be responsible for all cash and other assets of the Ski Club, which will include the maintenance of savings and checking accounts, and itemized accounting of all expenditures and receipts. Monthly or bimonthly financial reports will be presented to the Executive Board at each regular meeting. The treasurer in conjunction with the president will present an annual budget to the Executive Board for its approval. The treasurer's books and records will be audited annually by two voting members of the Ski Club as selected by the president. All Ski Club budgets will function and operate from the first meeting in May to the last meeting in April.

Sec. 4 Recording Secretary - The recording secretary will take minutes of all Executive Board meetings and prepare the minutes of all Executive Board meetings for presentation to the general membership as prescribed by Article IV, Section 3 of the Constitution. In addition, the secretary will take minutes of all meetings of the general membership. He/She will also keep a copy of each newsletter in the minutes' notebook.

Sec. 5 Corresponding Secretary - The corresponding secretary shall maintain a permanent and orderly file of all correspondence emanating from the Ski Club. In addition, the corresponding secretary is charged with responsibility of notifying all members of the time and date of special functions, activities and is responsible for the newsletter.

Sec. 6 Parliamentarian - The parliamentarian is responsible for maintaining current copies of the Ski Club Constitution, by-laws and making them available to the general membership. He/she will be responsible for the interpretation of the Constitution and settle any dispute of order or proceedings regarding the function and operation of meetings.

Sec. 7 Term of Office - Each officer's term shall be for one year, beginning with the first meeting in May and ending with last meeting in April.

Sec. 8 Vacancy - In the event of a vacancy in any elected office other than president, a new election shall be held at the earliest possible time for said vacant office. In the event of the vacancy of the president's office, the vice president will automatically take the office of president, and a new election will be held to fill the vacancy of vice president.

Trustee – A Trustee is required to attend the Executive Board meetings and advise on club activities being discussed by the Board.