

**641—55.4(135) Officers.**

**55.4(1)** Officers of the council shall be a chairperson, vice-chairperson and immediate past chairperson.

- a.* The officers shall be elected at the first meeting of each fiscal year.
- b.* Vacancy in the office of chairperson shall be filled by elevation of the vice-chairperson.
- c.* Vacancy in the office of vice-chairperson shall be filled by election at the next meeting after the vacancy occurs.

**55.4(2)** Duties of the officers.

- a.* The chairperson shall:
  - (1) Preside at all meetings of the council,
  - (2) Appoint such task forces as deemed necessary, and
  - (3) Designate the chairperson of each task force from the appointed members of the council.
- b.* The vice-chairperson shall:
  - (1) Perform the duties of the chairperson if the chairperson is absent or unable to act. When so acting, the vice-chairperson shall have all the powers of and be subject to all restrictions upon the chairperson.
  - (2) Perform such other duties as may be assigned by the chairperson.
- c.* The immediate past chairperson shall:
  - (1) Assist the chairperson at the first meeting of the chairperson's appointment.
  - (2) Perform the duties of the chairperson if the chairperson and vice-chairperson are absent or unable to act. When so acting, the immediate past chairperson shall have all the powers of and be subject to all restrictions upon the chairperson.
  - (3) Assist with note taking if there is no council staff person available.
  - (4) Assist the chairperson to identify council business and necessary task force meetings.

**55.4(3)** The officers shall serve until their successors are appointed.

[ARC 9772B, IAB 10/5/11, effective 11/9/11]