

CLEAR BROOK FFA BOOSTER CLUB OFFICER POSITIONS

- PRESIDENT:** The president shall prepare the agenda for and preside at the regular and special meetings of the membership and for all board meetings. The president shall work closely with the Ag teachers to ensure that the booster club is providing the necessary support for the chapter and its needs.
- FIRST VICE PRES:** The first vice president shall assume the duties of the president in their absence and serve as booster club representative to the Clear Creek ISD Livestock Committee and/or Clear Brook FFA Buyers Committee.
- SECOND VICE PRES:** The second vice president shall serve as chairman of fundraising and shall assume the duties of the first vice president in their absence.
- SECRETARY:** The secretary shall provide the minutes for the regular and special membership meetings and shall provide the minutes for the meetings of the executive board. The secretary shall maintain records of the minutes and shall provide monthly meeting minutes to the webmaster.
- TREASURER:** The treasurer will provide the treasurer's report for the regular and special membership meetings as well as for the executive board meetings. The treasurer will maintain the booster club post office box and ensure that signature cards and bank information is kept up to date for the booster club account. The treasurer shall maintain financial records for the booster club.
- HISTORIAN:** The historian will prepare the booster club newsletter and provide information to the webmaster for the booster club website. The historian will also prepare the booster club scrapbook.

All positions are for a term of one (1) year.

A person may not hold the same office for more than two (2) consecutive years.