

ARTICLE V
Duties of Elected Officers

SECTION 1. The DISTRICT DIRECTOR shall:

- a. Be the Executive Officer of the District.
- b. Preside at all Business Meetings of the District and all meetings of the Executive Board.
- c. Arrange for such activities as may be necessary to carry out the objectives of the District and The American Rose Society.
- d. Appoint officers and committees as provided by the By-Laws.
- e. Be a voting member of all committees except Nominating and Audit. Work to achieve the objectives of the District and The American Rose Society.

SECTION 2. The VICE DIRECTOR shall perform the duties of the District Director in the absence of the District Director, or whenever the District Director shall be unable to perform the duties of the office. In the event of a vacancy in the office of District Director, the Vice Director shall perform the duties of District Director until a District Director is elected.

SECTION 3. The SECRETARY shall:

- a. Keep the minutes of all Annual and Special District Business Meetings and Executive Board Meetings and send a copy of the minutes to the District Director within thirty days after the meeting.
- b. Call the roll of local societies at all Annual and Special District Business Meetings.

SECTION 4. The TREASURER shall:

- a. Maintain a bank account in the name of The American Rose Society, Colonial District, and deposit all funds received into the account.
- b. Pay all bills of the District as authorized by the By-Laws, the Executive Committee, or District Business Meetings.
- c. Prepare an annual financial statement for presentation at the Annual Business Meeting.
- d. Close the financial books at the end of the year and make them available to the Audit Committee.

SECTION 5. The DISTRICT MEMBER OF THE NATIONAL NOMINATING COMMITTEE shall serve as chairman of the District Nominating Committee and the District Awards Committee and preside over the presentation of The American Rose Society Silver Honor Medal.

SECTION 6. The EXECUTIVE BOARD shall consist of the elected officers of the District. The Executive Board shall meet at least annually at the Annual Meeting.

The Executive Board shall manage the affairs of the District between District Business Meetings and shall report any actions taken at the next District Business Meeting. The Executive

Board may take such actions as may be necessary to maintain the well-being of the District. The Executive Board may transact business by telephone, mail, fax, or by electronic mail and may transact business at anytime.