

OFDDA POLICIES

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DUTIES OF PAST PRESIDENTS

1.0 **PURPOSE**

The purpose of this Policy is to outline the duties of Immediate Past President or in his/her unavailability the next most recent Past President on the OFDDA Board of Directors.

2.0 **SCOPE**

This Policy applies to the Past Presidents duties involving the Board of Directors and Executive Board.

3.0 **GENERAL PROVISIONS**

3.1 Duties of Past Presidents

In addition to the duties and responsibilities of Past Presidents covered in the Constitution and Bylaws or by specific policies, he/she shall;

3.1.1 Serve on the Budget Committee.

3.1.2 Serve on the Bylaws and Policy Committee.

3.1.3 Be responsible for the purchase and presentation of a gift for the outgoing President. This will generally be at the annual meeting.

3.1.4 Serve and function on Association committees when requested to do so.

3.1.5 Attend all possible Board and Executive Board meetings and actively take part in all Association business.

3.1.6 Give reports regarding Association business whenever such reports are called for.

3.1.7 Represent the Association whenever requested to do so by the President.