

PRESIDENT-ELECT

The President-Elect serves as president the following year. To qualify for this position, the President-Elect must have served as a board member at some time or have had comparable leadership experience. The President-Elect has the following responsibilities:

1. Learns about AAUW's Program and Policies.
 - a. Attends board meetings and branch events.
 - b. Attends Interbranch Council meetings with President or as her representative.
 - c. Attends state and association conventions if possible.
 - d. Becomes familiar with national, state, and branch websites.
2. Plans for term as President.
 - a. Develops list of prospective board members.
 - b. Starts planning in the spring for summer board retreat.
 - c. Attends leadership training workshops.
3. Presides at meetings at the request of or in the absence of the President.
4. Acts in place of the President in the case of absence or disability.
5. May serve as an ex-officio member of all committees, except the Nominating Committee.
6. As incoming President, chooses the installing officer for the installation event.
7. Performs other duties as requested by the President or Board of Directors.
8. Maintains an Experience Binder or e-file that includes resource material, notes, timelines, committee meeting minutes, decisions and selections, suggested changes, and recommendations for a successor. Pass binder to successor one-on-one, if possible