

The President:

- Shall reside at all general, special and board meetings of this corporation.
- Shall be an ex-officio member of all committees except the Nominating Committee.
- Ensure each project is chaired and oversee duties of the project chairman.
- Oversee that each Board member is doing their job to maintain continuity.
- Present monthly and/or trimester awards at the general membership meetings as well as year-end awards banquet.
- Ensure the new Board of Directors' receive adequate and/or ongoing training for their new positions.
- Compile a Plan of Action for the year.
- Coordinate the year end banquet with the past president/parliamentarian.
- Pick-up the mail from the P.O. Box on a weekly basis or designate another member on the Board of Directors to pick-up the mail
- Check chapter email addresses, info@mnwt.org info@stma.org and stmichaelalbertvillewt@mnwt.org, on a weekly basis or designate another member on the Board of Directors to check the email
- Provide an agenda for board and general meetings.
- Complete MN Women of Today Success System program each trimester. The collection of data, project completion, and reports can be assisted by other members.

