

1 **ARTICLE III**

2 **ORGANIZATION**

3 **Section 1 Officers**

4 The officers of the Board shall be a chairman, vice chairman, secretary, assistant secretary, if appointed, treasurer and  
5 assistant treasurers, if appointed. All shall be members of the Board. The Chairman, vice chairman, secretary, and  
6 treasurer shall be elected by the Board for a one-year term at the Annual and Organizational meeting. Vacancies may be  
7 filled by the Board at any regular meeting or special meeting called for that purpose. The assistant secretary and  
8 assistant treasurer may be appointed by the chairman in his/her sole discretion.

9 **Section 2 Duties of Officers**

10 The chairman shall preside at all meetings of the Board and shall exercise all the duties imposed on that position by the  
11 Enabling Act, written Board policies, and these bylaws. The vice chairman shall act as chairman in the absence of the  
12 chairman and, when so acting, shall have all the power and authority of the chairman. The secretary (and assistant  
13 secretary, if appointed) shall be the custodian of the official seal, all records and reports of Board proceedings; and shall  
14 be responsible for issuing notices of all meetings, and keeping minutes for all such meetings. Members of the Board staff  
15 may be delegated to assist in such duties under the supervision of the secretary. The treasurer (and assistant treasurers,  
16 if appointed) shall be responsible for all duties specifically imposed on that office by the Enabling Act, written Board  
17 policies, and these Bylaws. Detailed implementation of such functions in connection with the receipt, disbursement and  
18 safeguarding of hospital funds may be assigned to qualified employees of the hospital staff under the general supervision  
19 of the President.  
20