

B-421 DUTIES OF THE BOARD PRESIDENT

The president shall preside at all meetings of the Board, appoint all committees subject to approval of the Board, administer any oath required in unit affairs, sign all warrants ordered by the Board to be drawn upon the business manager for unit moneys, and perform other acts required by law.

In addition, the Board president as presiding officer shall:

1. Call the meeting to order at the appointed time;
2. Conduct the business to come before the meeting in its proper order;
3. Assign the floor members who desire to speak. Once he/she has recognized the right of a member to the floor, it shall be his/her duty to protect the speaker from disturbances or interference;
4. Insofar as possible, explain what the effect of a motion would be if it's not clear to every member; he/she shall make certain that members are informed as to what business is pending;
5. Restrict discussion to the question before the Board;
6. Answer all parliamentary inquiries and decide points of order and questions of privilege as soon as they arise;
7. Sign all acts or orders necessary to carry out the will of the Board;
8. Put motions to a vote, state definitely and clearly the vote and the result thereof;
9. Be spokesman for the Board at all times except as the responsibility is specifically delegated to others;
10. Participate as a regular voting member of the Board.

ORIGINAL POLICY MANUAL