

Puget Sound Flyfishers

Past President Job Description

The Past President position is filled by the immediate past president when a new president is elected and takes over January 1st of a new calendar year. The term of office is one calendar year.

The primary role of the past president is to fill the role of President if and when the current President is not available to carry out his or her duties for whatever reasons. This includes presiding over the regular monthly membership meeting and the monthly board of directors meeting when needed. A secondary role of the Past President is as a voting member of the board of directors, and as such, is expected to attend all BOD meetings to help ensure a quorum is reached, which is necessary to carry out normal club business.

The Past President also assists the current President under his or her direction with club matters when deemed needed.

Job Functions

When required, Call the monthly general membership meeting to order, follow the agenda supplied by the president, and adjourn the meeting.

When required, promptly call the monthly board of directors meeting to order, follow the agenda as supplied by the president, preside over all voted on issues and adjourn the meeting.

Contact the president with any issues that may need his or her attention after any and all meetings.