

OFFICE - GENERAL CHAIR

The General Chair is a member of the Board of Directors, elected by the Fall House of Delegates in an even year for a two year period beginning immediately following the election. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms.

The duties and powers of the General Chair are defined by the LSC By-Laws: The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

By-Laws

606.7.1 General Chairman: The General Chairman shall oversee and have general charge of the management, business, operations, affairs and property of NCS, and general supervision over its officers and agents; shall call meetings when and where deemed necessary; shall preside at all meetings; and, except as otherwise provided in these Bylaws and with the advice and consent of the Board of Directors, shall appoint committee chairmen and members for standing and special committees or coordinators as may be necessary to permit NCS to effectively, efficiently and economically conduct its affairs. The General Chairman shall report to the Board of Directors all matters within the General Chairman's knowledge that the Board of Directors should consider in the best interests of NCS.

Committees

- A. Executive
- B. Finance
- C. Travel Fund
- D. Personnel (chair)
- E. Ex-officio non-voting member of all other committees

Duties

- A. Preside at the Board of Directors and House of Delegates meetings.
- B. See that all duties and responsibilities of the coordinator or the respective division, committee or sub-committee in his charge are properly and promptly carried out.
- C. The General Chair along with the Membership/Registration Coordinator, the Secretary, the Finance vice chair and the Treasurer, shall be collectively responsible for seeing that all required reports and remittances are made to USA Swimming national headquarters.
- D. Execute deeds, mortgages, bonds, contracts, agreements or other instruments duly authorized.
- E. Sign checks, drafts or other orders for the payment or transfer of money.
- F. Call special meetings.
- G. Appoint chairmen of standing committees and other coordinators with the advice and consent of the Board of Directors and the respective division vice chair.
- H. Appoint up to 10 members as At-Large delegates to the LSC House of Delegates.
- I. With the advice and consent of the Board of Directors, appoint additional delegates to the USA Swimming HOD, if votes are available

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- J. Receive a resignation from a committee chair or a member of either the Board of Directors or the Board of Review.
- K. Fill a vacancy on the Board of Directors, the Board of Review, the Nominating Committee, or a committee chair with the advice and consent of the Board of Directors and, where applicable, the respective division vice chair.
- L. With the Administrative Vice Chair, generally supervise the permanent office staff.
- M. Receive a copy of decisions rendered by a Board of Review.
- N. Arranges annual planning retreat for members of the Board of Directors and invited guests
- O. Propose Board of Director meeting dates
- P. Work with Secretary to develop BOD and HOD agendas 3 weeks prior to meeting.
- Q. Fill a vacancy on a committee with the advice and consent of the applicable committee chair and the respective division vice chair.
- R. Submits budget requests for annual meeting, HODs and convention