



Role and Duties of MCSBA Vice President

1. Attend all MCSBA meetings and events
2. Lead Steering and Executive Committee meetings in the absence of the President
3. Select members and serve as Chair of the annual Budget Committee
 - a. Report on the committee's work at Steering and Executive Committee meetings
 - b. The Budget Committee meets in February/March and must complete its work prior to the March Steering Committee meeting
4. Attend MCSBA programming throughout the year
 - a. Identify potential committee chairs for the following year at various MCSBA events
5. Participate in the MCSBA Executive Director's evaluation
 - a. Further details are provided in MCSBA Practices & Procedures document
6. Additional duties and responsibilities will be determined at the discretion of the MCSBA Executive Director