

Section 3. ARTICLE III - OFFICERS AND PERSONNEL

- 3a. **Officers:** The officers of the Agency shall be Chair and Vice Chair.
- 3b. **Chair:** The Chair shall be elected by the board members of the Agency and shall preside at all meetings of the Agency. Except as otherwise authorized by resolution of board members, the Chair shall sign all contracts, deeds, and other instruments made by the Agency. At each meeting, the Chair shall submit such recommendations and information as the Chair may consider proper concerning the business, affairs, and policies of the Agency.
- 3c. **Vice Chair:** The Vice Chair shall be elected by the board members of the Agency and shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Board shall elect a new Chair.
- 3d. **Additional Duties:** The officers of the Agency shall perform such other duties and functions as, from time to time, are required by the Agency or by the bylaws or rules and regulations of the Agency.
- 3e. **Election:** The Vice Chair in office shall succeed to Chair at the first regularly scheduled meeting of the Board in January of each year, or as early as possible thereafter. Upon succession of the Vice Chair to Chair, a Vice Chair shall then be elected. The Chair and Vice Chair shall hold office for one year or until the qualified Vice Chair succeeds to Chair and a successor to the Vice Chair is elected and qualified.
- 3f. **Vacancies of the Chair or Vice-Chair:** Should the office of Chair become vacant, the Vice Chair shall succeed to the office of the Chair at the next regular meeting of the Board. The Board shall elect a Vice Chair from its members at said meeting. The Chair and Vice Chair will serve the unexpired term of each office. Succession will proceed as stated in 3e.
- 3g. **Personnel:** The Board shall appoint an administrator and legal counsel. The administrator shall be appointed for an indefinite term by vote of a majority of the board members. The administrator shall keep the records of the Agency, record all votes, keep a record of the proceedings of the Agency, and perform all duties incident to the office and other duties and functions as may, from time to time, be required by the bylaws or rules and regulations of the Agency.

The legal counsel shall be appointed for an indefinite term by vote of a majority of the board members. No board member shall be eligible to become legal counsel to the Agency until at least one year after leaving office as a board member.

The Board may create additional positions and appoint such personnel as it may, from time to time, find necessary or convenient to perform its duties and obligations