



Portage County Young Democrats

AMENDMENT 008: OFFICER DUTIES - 2

SUBMITTED BY: Christopher Clevenger-Morris, Ashton Narzisi

SUBMISSION DATE: December 22, 2020

AN AMENDMENT TO ARTICLE V, SECTION I-D / I-E, OF THE CONSTITUTION AND BYLAWS:

SECTION I-D:

The **Vice Chair of Communications** shall possess and maintain a list of all Executive Committee Officers; notify members of regular meetings as outlined in Article ~~I-X~~ X; keep a record of all scheduled events; secure copies of individual committee reports; maintain a roster of committee members; produce meeting minutes; ~~maintain the governing documents of this organization;~~ and shall perform any other responsibilities deemed appropriate by the President.

SECTION I-E:

The **Sergeant-At-Arms** shall assist the President in ensuring an orderly environment for all meetings; call the roll at all meetings; work with the Treasurer to ensure the proper credentials of each member of this organization; **maintain the governing documents of this organization;** and shall perform any other responsibilities deemed appropriate by the President.

AMENDED TEXT IF ADOPTED:

SECTION I-D:

The **Vice Chair of Communications** shall possess and maintain a list of all Executive Committee Officers; notify members of regular meetings as outlined in Article X; keep a record of all scheduled events; secure copies of individual committee reports; maintain a roster of committee members; produce meeting minutes; and shall perform any other responsibilities deemed appropriate by the President.

SECTION I-E:

The **Sergeant-At-Arms** shall assist the President in ensuring an orderly environment for all meetings; call the roll at all meetings; work with the Treasurer to ensure the proper credentials of each member of this organization; maintain the governing documents of this organization; and shall perform any other responsibilities deemed appropriate by the President.

ADDITIONAL ORDERS: