

Duties of the Vice-President:

- 1) At the beginning of the season the VP has to post any new U.S.G.A. or local rules. She shall then be available to answer or find the answer to any questions from members regarding rules.
- 2) She shall recruit and subsequently assign mentors to new 9 and 18 hole members.
- 3) At least 30 days before the Fall meeting she shall appoint a Nominating Committee. The committee, under her direction, shall prepare a slate of officers and chairmen which shall be posted at Tallwood for viewing at least 21 days before the Fall meeting.
- 4) She shall assist the President and assume the duties of the President in her absence.
- 5) Is responsible for keeping descriptions for all board positions accurate and up to date.