

Duties of Executive Officers of the Mahwah Ice Hockey Association

Duties of President: The President shall have general charge and supervision over, and responsibility for, the affairs of the Mahwah Ice Hockey Association (MIHA) and shall preside at all meetings of the Board of Trustees. Unless otherwise directed by the Board, all other officers shall be subject to the authority and supervision of the President. The President may enter into and execute in the name of MIHA, contracts or other instruments not in the regular course of business which are authorized either generally or specifically by the Board. The President shall have general powers and duties of management usually vested in the office of the President of a nonprofit Corporation. The President may, from time to time, delegate any or all of his duties and authority to any other officer.

Duties of the Vice President(s): The First Vice President, if one is appointed by the Board, shall perform the duties of the President in the President's absence or inability to perform said duties. The First Vice President shall also have such additional responsibilities as the President of the Board may, from time to time, delegate to him/her. The Vice President in charge of fundraising, if one is appointed by the Board, shall be responsible for and overseeing the fundraising efforts of the MIHA and such additional responsibilities as the President or the Board may, from time to time, delegate to him/her. The Vice President in charge of administration, if one is appointed by the Board, shall be responsible for such duties as the President or the Board may from time to time, delegate to him/her. The President and the first Vice President shall have the right to nominate such additional Vice Presidents, as they deem necessary, subject to election by the Board.

Duties of the Secretary(s): The Secretary shall cause notice of all of the meetings to be served as prescribed by the bylaws and shall keep or cause to be kept the minutes of all meetings of the Board. The Secretary shall have charge of the seal of the Corporation and shall perform such other duties and possess such powers as are incident to the office or as shall be delegated to him/her by the President or the Board. The Board may appoint a corresponding and/or recording Secretary with such powers as delegated by the Board.

Duties of the Treasurer: The Treasurer shall have the custody of the funds of the MIHA and shall keep or cause to be kept regular books of account for the MIHA. The Treasurer shall perform such duties and possess such other powers as are incident to the office or shall be assigned to him/her by the President or the Board.

Duties of Trustees: The Trustee shall be an individual representative of the organization, to facilitate committee work of the MIHA and the only person that can vote on matters motioned before the Executive Board for approval. The Trustee has the responsibility of attending monthly meetings as a quorum is required under the By-Laws and to be an active participant on one more committees which the Board sets-up on a yearly basis. The President may, from time to time, delegate additional responsibilities to the Trustee.