



2001 Columbus Street, Suite B
Bakersfield, CA, 93305

2009 SSFTA Board of Directors:

“To be eligible for the office of President, the candidate must have been a member in good standing in the SSFTA for two consecutive years immediately prior to the election” (By Laws: Amendment 3-1-2005).

SSFTA President:

- Shall preside at all membership meetings
- Shall, by virtue of office, be Chairperson of the Board of Directors
- Shall present at each meeting a report of the work of the organization (SSFTA General Report)
- Shall appoint all committees, temporary or permanent
- Shall see that all books, reports and certificates required by law are properly kept and filed
- Shall be one of the officers who may sign the checks or drafts of SSFTA
- Shall have such powers as may be reasonably construed as belonging to the chief executive of any organization

The President (as Chairperson of the Board):

1. Calls the meeting to order
2. Keeps meeting to its order of business (has planned agenda)
3. Handles discussion in an orderly way:
 - a.) Gives every member who wishes it a chance to speak
 - b.) Tactfully keeps all speakers to rules of order and to the questions
 - c.) Should give pro and con speakers alternating opportunities to speak
4. Does not enter into discussion except to clarify or summarize
5. States each motion before it is discussed and before it is voted upon
6. Puts motion to vote and announce outcome
7. May vote when his/her vote would change the outcome or in any case when voting by ballot.
8. Should be familiar enough with parliamentary law to inform assembly on proper procedure.
9. May appoint committees when authorized to do so.
10. May suggest motions, (e.g., for adjournment), but not make them