

Sec 7: The Board of Directors may meet outside of regular monthly meetings as needed to ensure the success of BABA events and governance. Non-monthly meetings may be private to the board, open to members only, or open to the public. Meetings can be conducted remotely as audio or video conferences.

Sec 8: A majority of the Board of Directors shall constitute a quorum at any meeting.

Sec 9: Notice of resignation should be presented to the Board of Directors by letter 30 days prior to their last date of service. Board Members who will not seek re-election to the Board must provide notice at the October meeting. Outgoing Board Members are expected to ensure a smooth transition to their successor.

### **Article VII - Officers**

Sec 1: The President shall preside at all meetings of the BABA organization and perform all duties incident to the office. He or She shall, with the approval of the Board of Directors, appoint all committees, act as ex-officio member of all committees, conduct oversight of all committee activities, and is responsible for long-term and board succession planning.

Sec 2: The Vice President shall act in the absence of the President.

Sec 3: The Treasurer shall receive and disburse the funds of the BABA organization. He or She shall keep all money of the BABA organization deposited in the organization's name at a bank approved by the Board, with preference given to BABA Member financial institutions in good standing. The Treasurer shall present a financial report to the Board of Directors at all regular meetings.

Sec 4: The Secretary shall conduct the correspondence, preserve all the books, documents and communications, and maintain accurate record of all proceedings of the BABA organization, the Board of Directors and all committees. The Secretary shall perform such duties as may be incident to the office, subject to the direction of the Board of Directors.

Sec 5: Trustees shall attend meetings, serve on Committees, and are expected to participate and/or volunteer at BABA Sponsored events.

Sec 6: In the event of an extended absence, defined as absence with lack of participation for 3 or more consecutive meetings or 4 or more meetings annually, the Board shall have an option to remove that Member from the Board of Directors through a majority vote. The remaining Board Members will fill the resulting vacancy.

### **Article VIII – Portfolio Owners**

Sec 1: The Board of Directors shall authorize and define the powers and duties of all portfolio owners.

Sec 2: The President shall review and appoint all portfolio owners, subject to confirmation by the Board of Directors each December.

Sec 3: Portfolios shall consist of the following:

- Marketing & Technology
- Membership
- Events
- Organization
- Community Liaison