

The Executive Officers of the Association shall be the President, Vice President, Secretary and Treasurer.

Only members in good standing shall be eligible to hold office. These are elected positions with the following requirements:

Terms: The Executive Officers shall be elected to a two year term commencing on July 1.

Officers may succeed themselves.

Transfer of Records: Each officer shall transfer records to the Association within ten (10) days of leaving office.

DUTIES:

Treasurer: The Treasurer shall maintain the records of membership in cooperation with the Membership Committee, keep accurate records of expenses and income, report such records at the Board of Directors meetings and meetings of the membership, chair the budget committee and serve as financial advisor to the association. The Treasurer shall be responsible for the payment of bills, for updating and returning of membership rosters to IEA, and for transmitting dues to the IEA as per IEA policies. The Treasurer shall present for audit all necessary financial records.