

## Hidden Valley Community Association

<p style="text-align: center;"><b>Past President Position Description</b></p>	<p>Date Drafted <u>February 24, 2012</u> Date Approved <u>September 20, 2013</u> Date Revised _____</p>
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The role of Past President is not elected, but someone who remains on the Board as a non-voting advisory, to support the President in respect to governance of the community association. The Immediate Past-President ensures continuity of business initiated in their Term of Office.

### **Specific Responsibilities of Past President**

In addition to the general duties and responsibilities of all Directors, the Past President has these additional duties:

- Provides support to the current President
- Provides support to the Board in the absence of a President
- Can chair the Nominating committee for recruitment of new Board members
- Assists with training and orientation of Board of Directors
- Provides historical continuity

### **Authority and Accountability**

- The Past President is not elected by, but is still accountable to the members of the Hidden Valley Community Association
- Serves on the Executive Committee

### **Term**

- The Past President term is one (1) year, immediately following term as President
- The Past President term is not renewable
- The position of Past President can remain vacant until a new President is elected