

#### **Article IV- Officers**

1. The officers of this section shall consist of a Chairperson, a Vice Chairperson, a Secretary, and a Treasurer; all of whom shall be elected as prescribed in Article VI, for terms of one year and shall continue until their successors qualify and take office. The officers shall take office in May.
2. The Chairperson shall be the chief executive office of the Section. He/she shall be a voting member of the Council and of all committees, except the Nominating Committee. He/she shall preside at all meetings and functions with outside agencies, making all appointments except the Nominating Committee and transacting all business of the Section as directed by its Council, and in accordance with these By-laws. The Chairperson for the reporting year shall make an annual report in August to the appropriate Regional Director of the American Institute of Aeronautics and Astronautics, Inc.
3. The Vice Chairperson shall be a voting member of the Council and shall act in place of the Chairperson in any case of the Chairperson's failure or inability to act. He/she shall transact, at the direction of the Chairperson, any business which could be within the power of the Chairperson to transact.
4. The Secretary shall be a voting member of the Council. He/she shall maintain the minutes of the meetings of the Section and shall be the custodian of all its records not specially assigned to others. He/she shall conduct the correspondence of the Section and the Council and shall be responsible for sending out all notices of the meetings and keeping a full and correct list of the membership and addresses of the members. He/she shall submit a copy of the minutes of all meetings of the Section to the Regional Director and the applicable staff liaison.
5. The Treasurer shall be a voting member of the Council and shall have charge of the finances of the Section and shall make all required financial reports and such expenditures as may be authorized by the Section or by the Council or by the By-laws of the American Institute of Aeronautics and Astronautics, Inc. as implemented under Article VIII of these By-laws.

#### **Article V- Council**

The Council shall consist of not less than four elected members. The Chairperson, Vice Chairperson, Secretary, Treasurer and the Chairperson of the previous year shall be ex-officio voting members. The Council shall have general supervision of the work of the Section. The Council Members shall take office in May for terms of one year and shall continue in office until their successors qualify and take office.