CHAPTER PRESIDENT

As Chapter President, you are a voting member of the International Council and the State or Provincial Council. When you cast a vote, you are representing your chapter members. You are the communication link between your members, your State/Provincial Executive Board, the International Executive Board and the International Chairmen.

The Chapter President:

1. Is responsible for seeing that the Chapter and the members comply with the International, State/Provincial and Chapter Bylaws. If your Chapter bylaws need to be updated, send two copies to the State or Provincial Parliamentarian for review prior to being submitted to the International Parliamentarian. If your Chapter is in an Unchartered State/Province send two copies to the International Parliamentarian.

2. Shall call a chapter Executive Board meeting as necessary for planning chapter functions.

3. Shall instruct the Chapter Treasurer to submit all changes in chapter membership status or a member's change of address or telephone number as soon as possible to the State or Provincial Treasurer. If your chapter is in an Unchartered State/Province report such changes to International Quester Headquarters.

4. Shall hold an election of officers no later than March 15th. The nominating committee should be selected in January according to chapter bylaws.

5. Shall obtain written permission from the State/Provincial Executive Board before proceeding with a fundraising function extending beyond the membership of the chapter, either to other Quester chapters or to the general public. (See International Bylaws, Article III, Section 1,2,3 and Article XIX, Section 7.) In an Unchartered State/Province permission must be obtained from the International Executive Board.

6. Shall attend State/Provincial Council Meetings and Conventions or appoint a delegate to represent the chapter. Encourage chapter members to attend these functions and International Conventions.

7. Shall keep chapter members informed about any information received from the State/Province or International organizations.

8. Shall complete and return any forms and reports required by the State/Province or International Organization. These will include:

   Annual Chapter Report (received from State/Provincial President) or in Unchartered States/Provinces Received from International Organization

   Annual Chapter Dues and Membership Form - Received by the Chapter Treasurer in early March and due May 1 to State/Provincial Treasurer, or if in an Unchartered State or Province to International Headquarters by June 1. Make certain the Chapter Treasurer checks the form for accuracy of member's names and addresses and indicates the president and treasurer for the upcoming year. Please include phone numbers; e-mail addresses are optional. Please indicate how the member wants to receive The Quester Quarterly, by Mail or by going to Questers’ Web Site. www.questers1944.org

9. Shall encourage each chapter officer to keep records to be delivered to successor.