

VICE PRESIDENT/PRESIDENT-ELECT

The Vice President/President-Elect of REFORMA is responsible for the national organization in the following areas:

1. Serves a one (1) year elected term; the first year as Vice President/President-Elect, the second year as President, and the third year as Immediate Past President.
2. Appoints new and/or reconfirms national REFORMA Standing Committee Chairs and Operational Coordinators prior to assuming the office of President.
3. Serves as liaison for fundraising activities at ALA Midwinter and ALA Annual Conferences.
4. Assists the President in developing the agenda for the Board meetings at ALA Midwinter and Annual Conference, as well as the Membership meeting at Annual Conference.
5. Notifies Board of room assignments for meetings and fundraising events for ALA Midwinter and Annual Conferences. To help establish a timeline, the following is to be used:

December	Notified Board of room assignments for Midwinter meetings and fundraising activities
May	Notifies Board of final time/date and room assignments for meetings, programs, and fundraising activities for ALA Annual Conference.

6. Serves on the Executive Committee of the Board.
7. Serves on the REFORMA Finance Committee.
8. Represents National REFORMA at official functions at the request of the President.
9. At the end of the term, forwards records to the California Ethnic and Multicultural Archives (CEMA) for inclusion in the REFORMA Archives.