

**BY-LAWS OF THE BOARD**

Official Duties - Vice-Chairman

1. The Vice-Chairman shall perform all duties of the Chairman in the absence of the Chairman.
2. The Vice-Chairman shall sign all papers that require that signature.
3. In the absence of the Secretary, the Vice-Chairman should be responsible for the signing of the official Board minutes.

**ADOPTED**   1/27/00  

**REVISED** \_\_\_\_\_