## **HOSSC Vice President Guidelines**

## **Annual Requirements**

The Vice President is expected to attend all Board, General and Special Meetings.

The Vice President is responsible for chairing any meeting the President is unable to attend and shall also function as Club Parliamentarian during all meetings.

If the President's position becomes vacant, it is the responsibility of the Vice President to fill the President's position for the remainder of the term.

## **Bimonthly Requirements**

None at this time.

Failure to make a minimum of three scheduled Board Meetings is reason for removal.