

e. Election of Officers

i. President. The president's responsibilities are to:

1. preside at all meetings as chair of the Board.
2. sign and deliver in the name of the District contracts, deeds, correspondence or other instruments pertaining to the business of the District;
3. be a signatory to the District accounts;
4. be a signatory to District documents if the treasurer or secretary is absent or disabled, to the same extent as the treasurer or secretary.

Call for Nominations.

Motion by Manager _____ seconded by _____ to elect Manager _____ for President of the Riley Purgatory Bluff Creek Watershed District.

Voting.

ii. Vice President. The vice president's responsibilities are to:

1. preside at meetings as chair in the absence of the president;
2. be a signatory to the District accounts.
3. be a signatory to District instruments and accounts if the president is absent or disabled, to the same extent as the president.

Call for Nominations.

Motion by Manager _____ seconded by _____ to elect Manager _____ for Vice President of the Riley Purgatory Bluff Creek Watershed District.

Voting.

iii. Treasurer. The treasurer's responsibilities are to:

1. be a signatory to the District accounts and financial records;
2. present a report at the monthly meeting of the Board that includes a current check register and tracks each of the watershed district's funds and account balances;
3. provide such other records as are necessary to inform the Board of the financial condition of the District.

Call for Nominations.

Motion by Manager _____ seconded by _____ to elect Manager _____ for Treasurer of the Riley Purgatory Bluff Creek Watershed District.

Voting.

- iv. Secretary. The secretary's responsibilities are to:
 1. be a signatory to resolutions and other documents certifying and memorializing the proceedings of the District;
 2. be a signatory to the District accounts;
 3. maintain the records of the District;
 4. make the required public and Board notice of all meetings in accordance with Minnesota Statutes chapter 13D and other applicable laws;
 5. keep a record book in which is noted the proceedings at all meetings.

Call for Nominations.

Motion by Manager _____ seconded by _____ to elect Manager _____ for Secretary of the Riley Purgatory Bluff Creek Watershed District.

Voting.