



Board Policy: Chair of the Board	Policy Number: BP01: 03.013
Article: 1.) Institutional Integrity/ Board of Trustees Section: 3.) Bylaws and Organization of the Board	Adopted by the BOT: 10/11/1999 Reviewed:
Applicable WAC/RCW:	Page 1 of 1

**BP01: 03.013 Chair of the Board [formerly Resolution 94–11–01]**

Responsibilities and duties of chair of the Board shall include, but are not limited to the following

1. Preside at all meetings when present and decide on questions of order.
2. Appoint members of the Board to serve on special committees as approved by the Board.
3. Execute all contracts approved by the Board and other official documents legally requiring the signature of the chair of the Board, such as resolutions, general obligations, and revenue bonds.
4. Call special meetings of the Board as required.
5. Represent, when possible, the Board at meetings of trustee organizations to which the district belongs.
6. Perform any other duty formally assigned by the Board, or by state statute.