

## CALC's Executive

CALC's Executive is made up of the office of the President, Vice President, Secretary and the Treasurer. The duties and responsibilities of each position on the Executive is summarized below.

### The President

CALC's President is the spiritual leader of our Association; upholds the Constitution and Bylaws; and is responsible for the effective administration of our Association. The President chairs CALC's Conventions, meetings of the National Council and the Board of Elders. The Presidents intervenes in conflict situations in congregations and assists congregations in the call process.

### The Vice President

CALC's Vice President assists the President in implementing resolutions and motions passed by the General Convention, National Council, Board of Trustees and Board of Elders. The Vice President chairs meetings of the Board of Trustees. Upon the vacancy of the President's office, the Vice President serves as President until the next convention.

### The Treasurer

CALC's Treasurer keeps such financial records, including books of account, as are necessary to comply with Revenue Canada; and renders financial statements to National Council and General Convention.

### The Secretary

CALC's Secretary gives notices of meetings; keeps minutes of all meetings of the Association, National Council and Board of Elders; has custody of all records (excluding the Treasurer's records); has custody of the common seal of the Association.