

Section D. The balloting for all officers and board members shall be at the December meeting.

Section E. Election to fill any vacancy shall be called by the President at any regular club meeting.

Section F. The ballot shall consist of candidates for President; two Vice Presidents; Secretary; treasurer; two Sargents at Arms and Three Board members.

ARTICLE XI. **DUTIES OF BOARD OF DIRECTORS AND OFFICERS;**

Section A. Board of Directors:

1. Shall meet on the call of the President;
2. Will transact all business of the Club;
3. Decision of the Board in all club matters shall be final, subject only to an appeal at a meeting of the general membership.

Section B. President;

1. Preside over all meetings;
2. Call meetings of the Board of Directors;
3. Appoint and dissolve all committees;
4. Fill, by temporary appointment, any vacancy in any elective office until a successor is elected.

Section C. Vice President;

1. In the absence of the President, assume all duties of the President;
2. Shall assist the President in the performance of his duties and be director of And responsible for the educational programs and activities of the club.

Section D. Secretary

1. Maintain an accurate record and archive copy of minutes of all Meetings;
2. Maintain membership lists and attendance records;
3. Report minutes of previous meetings if requested.

Section E. Treasurer

1. Collect and distribute all funds of the club;
2. Collect all dues and assessments, endorse and issue membership cards to all paid members;
3. Furnish membership lists to Secretary and other officers;
4. Maintain an accurate record of all transactions and present an accounting report to the club at each meeting.

Section F. Bourse Chairman (appointed by the Board of Directors)

1. Be responsible for promotion, scheduling and coordinating local coin shows sponsored by The Augusta Coin Club, Inc;
2. Coordinate show advertising with the publicity chairman;
3. Collect bourse fees and expenditure vouchers associated with coin shows for