



OREGON PERMIT TECHNICIANS ASSOCIATION

NOMINATION FORM 2024 -2025

PRESIDENT

The President shall preside at all meetings of the OPTA and shall appoint or replace all chairpersons and members of committees not otherwise specifically provided herein. The President shall perform all other and such usual duties as are performed by the President of a corporation. The President shall, with the approval of the Board of Directors, have the power to appoint a corresponding Secretary to assist in the performance of the President's duties.

PRESIDENT-ELECT

The President-Elect shall act and perform the duties of the President during the latter's absence from any meetings of the OPTA or Board of Directors, or by vote of the Board of Directors in case of disability of the President and shall assist the President in the conduct of the office of President.

SECRETARY

The Secretary shall be responsible for coordinating and distributing the meeting's agendas, keeping the minutes and records of meetings, and generally performing such official duties of a Secretary of a corporation.

TREASURER

The Treasurer shall be responsible for maintaining correspondence, receiving, and disbursing of funds, supervising financial affairs, approving expenditures as provided by resolution of the Board of Directors and generally performing such official duties of a Treasurer of a corporation.

DIRECTOR-AT-LARGE

The Directors-at-large assist the President in fulfilling the responsibility of the chapter, serve on committees as assigned, and perform other duties as assigned by the President or by the Board of Directors. These are one-year terms.

***Executive Board Members serve a two-year term, and must be an OPTA dues-paying member in good standing.
Term effective 11.3.23 thru 11.7.25**

NOMINEE INFORMATION:

Name: _____

Jurisdiction: _____

Contact Phone#: _____

Email: _____

NOMINATOR INFORMATION:

Name: _____

Jurisdiction: _____

Contact Phone#: _____

Email: _____