

Section 1. Number.

The Board of Trustees shall elect from among its members a Chair and Vice Chair. The Board of Trustees shall also appoint an Operations Manager and a Secretary, neither of whom needs to be a trustee.

(a) CHAIR.

The Chair shall, when present, preside at all meetings of the Board of Trustees. The Chair shall have general supervision of the affairs of the corporation and shall make reports to the Board of Trustees at meetings and other times as necessary to keep Trustees informed of corporation activities. If the chair is absent or unable to perform their duties a temporary chair can be appointed by the Board of Trustees.

~~(b) VICE CHAIR.~~

~~The Vice Chair shall perform the duties and have the powers of the Chair when the Chair is absent or unable to perform their duties. Other duties of the Vice Chair may be designated by the Board of Trustees or the Chair.~~

(c) OPERATIONS MANAGER:

The Operations Manager shall be appointed by the Board of Trustees to oversee all aspects of the daily activities of the Foundation. The Operations Manager shall be appointed for 2 years and may be re-appointed after each 2 year term. The Operations Manager may sign any deeds, mortgages, bonds, contracts, or other instruments which the Board of Trustees has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Trustees or by these bylaws to some other officer or agent of the Foundation, or shall be required by law to be otherwise signed or executed.

The Operations Manager shall be responsible for ensuring support and continuation of the Foundation and its projects through the purchase of goods or services needed to support the Foundation and its projects and seeking sources of funding through investors and donations.

The Operations Manager shall have charge and custody of and be responsible for all funds and securities of the Foundation; receive and give receipts for monies due and payable to the Foundation from any source whatsoever, and deposit all such monies in the name of the Foundation in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of these bylaws. The Operations Manager will also perform such other duties as assigned by the Chair or the Board of Trustees.

(d) TREASURE:

The Treasure shall have access to all financial records and accounts; receive and give receipts for monies due and payable to the Foundation from any source whatsoever; review the financial operations of the organization and advise with the Board of Trustees on financial matters, including audits; make financial reports to the Board of Trustees at regular and special meetings. The Treasure will also perform

such other duties as assigned by the Chair or the Board of Trustees. ~~The Operations Manager will also perform such other duties as assigned by the Chair or the Board of Trustees.~~

(d) SECRETARY:

The Secretary will be responsible for ensuring accurate records of all Foundation meetings are kept; ensuring that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; and maintaining corporate records. The Secretary shall in general perform all duties as from time to time may be assigned to them by the Board of Trustees.