

**FLORIDA ENGINEERING SOCIETY
ADMINISTRATIVE POLICY (AP No. 16E)**

ELECTION AND DUTIES OF STATE DIRECTORS

Election - State Directors shall be elected by the chapter they represent for a term of three years as provided by the Charter and Bylaws.

The duties of a State Director shall include the following:

1. Through the authority vested in the State Director, exercise the responsibilities of the government and management of the funds, properties, and affairs of the Society as set forth in the Charter and Bylaws.
2. Propose and adopt administrative and professional policies to implement the principles and provisions of the Charter and Bylaws.
3. Interpret the intent of the Charter and Bylaws and rule on any discrepancies, inconsistencies, ambiguities or deficiencies found therein.
4. Reflect the feelings and intentions of the representative's Chapter.
5. Evaluate and recommend, in concert with the chapter president and past president, members of the Chapter for service on State Committees at the time initial appointments are formulated, or when a vacancy exists.
6. Keep apprised of the participation of members of the Chapter that serve on a committee and recommend, in concert with the chapter president and past president, replacements when conditions warrant.
7. Serve as liaison representative between the Board of Directors and a committee(s) to which the State Director is designated as "Board-Committee Contact."
8. Designate a proxy, **in accordance with AP NO 30**, and so advise the Board in writing for such occasions as the State Director is not able to meet with the Board, or otherwise discharge the duties and responsibilities. The proxy may be designated at the beginning of each administrative year, or as otherwise appropriate. Notification to the proxy at such times as a proxy is needed is the responsibility of the designator.

When notified by state HQ, State Directors shall obtain and submit financial statements by October 31st.

Approved by the FES Board of Directors
May 21, 1970

Amended and Reaffirmed by the FES Board of
Directors
March 24, 1988

Amended by the FES Board of Directors

August 5, 1993
August 14, 1997
January 12, 2001
November 7, 2008