## **ELIOT INSTITUTE BOARD MANUAL**

## **PRESIDENT-ELECT**

**ELECTION**: See President

## **RESPONSIBILITIES**

- To become knowledgeable about the business of Eliot Institute, including but not limited to the By-laws, Policies and Procedures, the status of committees and their work, special projects of the Board, contracts with Staff and speakers, and relationships with facility operators (Seabeck and Naramata).
- To participate in Executive and Personnel Committees' business.
- To work on committees and/or special projects of the Board as directed by the President.
- To develop working relationships with Board Members and Staff.
- To be a non-participating observer on the Leadership Development and Nominating Committees.

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