



# Organization Chart - 2022

## Board of Directors

- President
- President-Elec
- Vice-president & Secretary
- Treasurer
- Advisor General

### Purpose

- Provides oversight and guidance to the chair of the current conference
- Evaluates proposals for future SMiRT conferences and prepare a recommendation to the General Assembly
- Establishes a mutual agreement with a future conference chair regarding financial backing, registration fees and contribution to IASMiRT
- Reviews and approves final topical framework, selection of coordinators, approval of seminars
- Evaluates the previous conference including seminars, final report and suggestions for future conferences
- Reviews content of the IASMiRT website

### President:

- Principal operating officer of IASMiRT, chair of the previous conference
- Oversees the day-to-day operations of IASMiRT

### President-Elec:

- Chair of the current conference

### Vice-President and Secretary:

- Chair of the conference for the following biennium
- Assumes the duties of the President should the President be unable to serve.
- Keeps accurate records of all meetings of the Board and gives all corresponding notices

### Treasurer:

Immediate past president

- Authorizes expenditure of funds belonging to IASMiRT, receives deposit and disburse the same under the direction of the Board, keeps full and accurate accounts of the finances of IASMiRT and ensures that all tax filings are completed in a timely manner

### Advisor General:

- Chair of the Advisory Board
- Represents the Advisory Board in all Board discussions and decisions

### Registered Agent:

(North Carolina citizen)

- Receives all legal documents and transmit them to the relevant Board member and files all necessary legal documents required in the state of North Carolina

### Custodian of the Bylaws:

(USA/NC citizen)

- May be appointed by the Board to advise it on legal matters

## Advisory Board

Chair: Advisor General

### Purpose

- Assist the Board in the furtherance of the objectives of the Association

### Permanent members:

(former Conference chairs no longer on the Board)

### Two-years members:

(association members selected by the Board for a conference biennium)