



The Los Angeles Division (LADIV) of the Pacific Southwest Region (PSR), National Model Railroad Association (NMRA) has the following offices coming open for election:

Los Angeles Division Superintendent Los Angeles Division Chief Clerk/Paymaster

Any member in good standing with the NMRA (or who is applying for such membership) and living within the boundaries of the LADIV (i.e., Los Angeles or Ventura counties) may run for either office. Each elected candidate will assume office for a period of two (2) years, coinciding with LADIV's Annual Membership Meeting in February, 2022.

Duties and responsibilities of each office:

The **Superintendent** is the Executive Officer of the LADIV with final responsibility and authority for the achievement of its purposes. The Superintendent presides over all meetings of the membership, the Executive Advisory Committee, and appoints such committees as may be required by the PSR or to further the purposes of the Division. The Superintendent authorizes and directs the expenditure of all LADIV funds by the Division's Chief Clerk/Paymaster, and fully cooperates with the PSR as specified by its LADIV Director. The Superintendent is an ex-officio member of all LADIV committees, without voting rights, except in the case of the Executive Advisory Committee.

The Chief Clerk/Paymaster acts as Secretary/Treasurer of the LADIV keeping accurate records of all membership and Executive Advisory Committee meetings. The Chief Clerk/Paymaster maintains a record of all current members of the LADIV and of those attending any LADIV function. The Chief Clerk/Paymaster receives and records all monies coming into the LADIV treasury, depositing them in a convenient bank or Savings and Loan in the name of the LADIV. The Chief Clerk/Paymaster also conducts all disbursements as authorized and directed by the Division's Superintendent. The Chief Clerk/Paymaster submits an annual financial report three (3) weeks prior to the annual LADIV Membership Meeting and for publication in the next available issue of the <u>LA Coupler</u> following the meeting.

Submission of candidacy needs to be delivered to the LA Division Nominations Chair, e-mail address: VicCavalli@comcast.net, no later than December 19, 2021.