

## 08. LEADERSHIP DEVELOPMENT

### 08.1 Orientation Meetings

- 08.11 The immediate Past-President is responsible for the orientation of the new Vice President.
- 08.12 The President Elect is responsible for the orientation all of the new board members, chapter representatives and committee chairs, with the assistance of the Vice President and Secretary at the fall meeting and conference meeting.
- 08.13 The Secretary is the Board liaison to the chapter representatives throughout the year for communication and follow-through on responsibilities.
- 08.14 The Vice President is the Board liaison to the Committee Chairs throughout the year for communication and follow-through on responsibilities.
- 08.15 All new members shall be provided the History and Development of the NYSAAA and be required to review the P.O.P. Manual IN ADVANCE of the orientation session. (Current P.O.P. Manual is posted on website)

### 08.2 Agenda Items/Topics

- 08.21 NYSAAA Inception History  
Purpose of Association  
Organizing Committee  
How Association was First Established  
Elections  
NYSAAA Newsletter
- 08.22 Selection of Logo  
Terms of Office  
Development of Awards Program
- 08.23 Chapter Representatives  
Officers from Board - rationale  
Tax Exempt Status  
Membership Benefits/Services  
Relationship of NYSAAA to National Federation & NIAAA
- 08.24 Vice President & President-Elect  
Committee Structure  
Job Descriptions  
NIAAA Liaison
- 08.25 P.O.P. Manual  
Resolutions  
Leadership Development  
Purposes of Association as Guide for Decision-Making

### 08.3 Time

It is recommended that a minimum of forty-five (45) minutes be scheduled for the orientation meeting.