

VICE-PRESIDENT

DEFINITION:

Serves as back-up to the club President in their absence and responsible for assisting with club auctions

CLUB MEETING DUTIES:

- Sign in items for auction
 - Begin at number 25
 - Donations start at 24 and go backwards
- Give items to auctioneer
- Inform President of number of items put up for auction
- As needed, secure substitute to fill in if absent at next meeting
- Fill in for President if President is unavailable

MONTHLY DUTIES:

- Attend monthly Board Meetings
- Assist at SVCC Spring/Fall Coin Shows