

7. Meetings

AASFAA conducts such meetings as it deems necessary to perform the purposes of the Association. Meetings shall be conducted in accordance with the most recent edition of *Roberts Rules of Order*, as applicable.

7.1 Executive Board

At least four meetings of the Board shall be held each year between July 1 and June 30 inclusive. Customarily, meetings of the Executive Board are held in conjunction with the annual conferences.

- a. An initial meeting is held in late summer or early fall,
- b. A fall meeting is held in conjunction with the Fall Workshop,
- c. A spring meeting is held in conjunction with the Spring Conference, and
- d. A final, transitional Board meeting is held in late spring or early summer. Executive Board meetings are held at the call of the President or by a petition of four or more members of the Executive Board. The President of the Association shall preside at Board meetings.

Annually the Board shall meet to approve the nominees for officers.

Normally, committee chairpersons and liaisons are included in Executive Board meetings. Meetings are public and open to the membership. Other individuals may be invited subject to approval from the President.

7.2 Annual Business Meetings

At least two meetings of the Association shall be held each year and shall be designated as annual meetings. The agenda of the annual spring meeting shall include the election of officers and the presentation of reports. Notice of the annual meetings shall be announced in writing or electronically to all members at least thirty (30) days in advance.

7.3 Committee Meetings

Unless otherwise directed by the President of the Association, committees may meet for the sole purpose of conducting Association business. The meeting location(s) and number of meetings shall be established by the committee chairperson and the President in accordance with the approved budget of the committee. The committee chairperson or his/her designee shall preside at committee meetings. The President is an ex-officio member of all committees.