

National Council of Corvette Clubs, Inc.
INCORPORATED 1960



RESPONSIBILITIES OF NCCC PRESIDENT
Revised 9/11/04

General:

- ✓ **Problem resolution:** National /Regional Officers' concerns or problems. Members concerns or problems that have not been resolved at lower level.
- ✓ **Administrative duties:** Address ALL correspondence, write required articles, accomplish interviews on behalf of Council, and provide oversight of elected and appointed positions.
- ✓ **National Governors Meetings:**
 - Preside over all E-Board meetings (Friday p.m. informal and Saturday a.m. regular)
 - Prepare and distribute agenda for these meetings, generally 10 days prior.
 - Attend all committee meetings (Friday p.m.) briefly for input / questions.
 - Participate in social activities and interaction.
 - Preside over National Governors Meeting.
- ✓ **National Corvette Museum:**
 - Attend Board of Directors NCM Foundation meetings. Normally scheduled in Feb., May, Labor Day Weekend, and last weekend in Nov. or first weekend of Dec.
 - NCCC President may appoint a "proxy" representative to attend these meetings on behalf of Council.
- ✓ **NCCC National Convention:**
 - Preside over: E-Board meetings, Governors meetings
 - Attend: Committee meetings
 - Interact with Sponsors
 - Participate in attendee social activities
 - Host sponsors welcome party
 - Host President's cocktail party
 - Master of Ceremonies at Banquet
- ✓ **Promotion of NCCC:**
 - Accept invitations, when feasible, to attend gatherings nationally to promote Council programs or interests. This includes, but is not limited to, Local, Regional, or Sponsor related activities, and will be reimbursed to the extent that the budget allows.

The following is a general calendar of activities to assist in planning the yearly schedule for the NCCC President:

Jan/Feb:

- ✓ Determine appointed officers for upcoming year. Appointments are confirmed by the Governors at the February meeting.

February meeting:

- ✓ Prepare and distribute agenda for National meeting. This should be done approximately 10 days in advance of the meeting.
- ✓ Chair Friday p.m. informal E-Board meeting. Review and discuss significant issues prior to Friday p.m. committee meetings.
- ✓ Attend each committee meeting Friday p.m. to address concerns of Regional officers or committee chairs.
- ✓ Attend Friday p.m. hospitality to interact with Officers, Governors, and members in attendance.
- ✓ Chair Saturday a.m. E-Board meeting. Resolve issues for presentation to Governors.
- ✓ Chair Saturday p.m. Governors meeting.
- ✓ Attend Saturday p.m. social /hospitality for interaction with attending members.

Mar/Apr:

- ✓ Write article for Spring Blue Bars, deadline usually March 1.
- ✓ Write welcome letter for National Convention Program.
- ✓ Consider candidates for President's Award and the Don Hoskins Award, as these are given at the Banquet at Convention.
 - ❖ **President's Award:** Who has helped the President/Council above and beyond the normal duties of a member. Award includes a "keeper" trophy and engraving of the plate for the "traveling" trophy. The prior year's recipient is responsible for filling the bowl with items of their choosing.
 - ❖ **Don Hoskins Award:** A person/persons who have volunteered to help Council in some outstanding / noteworthy way. Award should state " Don Hoskins Award" with year, name etc.
 - ❖ **Traveling Convention Award:** The Chairman from the last year has the award and needs to be reminded to engrave the name of the current Convention Club, Clubs, or Region sponsoring Convention.
 - ❖ **The President will receive an invitation to Corvettes at Carlisle, usually the third weekend in August. If you cannot attend someone can be assigned to represent NCCC.**

May/June:

- ✓ Write article for Summer Blue Bars, deadline usually June 1.

May Meeting:

- ✓ See Feb. meeting format for both days.
 - ✓ Review fall elections for "open" offices in next year, and remind VP Membership to select "nominating committee".
 - ✓ Budget drafts must be presented at this meeting for the following year. The "final" must be complete at the September meeting for presentation to the Governors for approval by November.

Early June period:

- ✓ **Invitations to Convention "Sponsors Reception". This is handled by Director of Sponsorship but there should be some discussion of it at this time. Invitees should include attending sponsors and spouses, E-Board and spouses, Convention Chair and spouse, and others selected by the Convention Chair or the NCCC President.**
- ✓ **Prepare invitations to the President's Cocktail Party at Convention. Those included should be the 1st place Man/guest and 1st place Lady/guest, E-Board and guest, those**
- ✓ **selected for attendance by the Convention Chair, and those selected by the NCCC President. The funding for this is in the Convention budget, and is usually arranged by the Convention Director. Light snacks and open bar.**

Convention Period:

- ✓ Meetings and parties/receptions will be determined by the Convention schedule which should be complete well in advance.
- ✓ ALL meetings, committee and E-Board, should be BRIEF! Convention is as much social as business and the officers should enjoy the time too.
- ✓ President "hosts" the "Sponsors party", the Presidents "Cocktail Party", is the emcee at the Banquet, and makes the award of the Presidents Award, and the Don Hoskins Award.

Labor Day Weekend: National Corvette Museum Hall of Fame Induction and Foundation Board Meeting.

Sept/Oct:

September Meeting:

- ✓ See Feb. meeting format for both days.
- ✓ Nomination of Officers for next year (V.P. Membership)
- ✓ Presentation of Convention bids (Steering Committee Chair)
- ✓ Appointed Office letters of intent listing qualifications
- ✓ Teller Committee appointments for November ballot counting
- ✓ Secretary handles mailing out of the ballots and should announce to the Governors when they will be mailed, the rules for voting and when the ballots must be postmarked by and received to be legal.
- ✓ Write article for Convention Issue Blue Bars, deadline usually September 1.
- ✓ Funfest in Effingham is usually the third weekend in September and the President is invited to represent Council.

Nov/Dec:

Nov. Meeting:

- ✓ See Feb. meeting format for both days.
- ✓ Main item on agenda is the results of the elections.
- ✓ After the Governors meeting conduct a "transition" gathering with the incoming and outgoing officers.
- ✓ Kiss everyone goodbye and wish Happy Holidays for all.
- ✓ Blue Bars article due for Winter Issue December 1.

The above is simply an outline of Presidential duties! All of it involves something like 60 days of commitment per year. There WILL be "off agenda" items that will come to the attention of the President, and handling them is clearly something the President is expected to do. This position is not about the person who holds it. It is about the OFFICE and the representation that 18,000 members deserve. There will be good times and bad, ups and downs, but there is no more satisfying job in Council than representing our membership at the highest level. They deserve the BEST effort because,

They are the BEST!