

President (serves July 1 - June 30 for 1-year term)
Summary of Primary Responsibilities

JULY	
AUGUST	<ul style="list-style-type: none"> • Appoint new committees per Bylaws to be approved at August and November Board meetings • Financial Review/Budget Committee meeting • Board of Directors meeting (includes budget approval for upcoming year) - present slate of committees for Board approval <p>Notify committee appointees and specify when their functions must be complete if not already covered in letter of invitation</p>
NOVEMBER	<ul style="list-style-type: none"> • Board of Directors meeting
JANUARY	<ul style="list-style-type: none"> • Attend Unified Wine & Grape Symposium (UW&GS) - Sacramento Convention Center • Board of Directors meeting at UW&GS
MARCH	<ul style="list-style-type: none"> • Board of Directors meeting • President and Board appoint Nominating Committee
MAY	<ul style="list-style-type: none"> • May 1 - Review draft of "President's Welcome Message" with a digital color photograph to be printed in the National Conference program • Board of Directors meeting
JUNE	<p>At National Conference:</p> <ul style="list-style-type: none"> • Board of Directors meeting • Board of Directors Reception and Dinner (President directs planned program of introductions, etc.) • President officially opens the National Conference with a welcome at the first main session • Introduce Honorary Research Lecturer and Merit Award Winner at the beginning of their presentations (Note: in conjunction with any others that may be invited to also introduce based on relationship with recipients) • Introduce Best Paper Award recipients • Attend Publications Committee meeting • Presides at the Annual Business Meeting - report any major Board actions, introduce newly elected Board members
JULY	<ul style="list-style-type: none"> • Outgoing President thanks outgoing Board members, committee chairs and others involved in putting on the National Conference

Additional term responsibilities:

- As a member of the ASEV Executive Committee, you will need to participate in special executive meetings and interface with the Executive Director on an as needed basis
- Serve on UW&GS LLC Managing Committee as appointed
- President is responsible for ensuring any meeting he/she presides over adheres to meeting agenda & parliamentary procedure