



**Invest in your community by putting your name forward as a candidate for a VCA Executive Board position.**

The VCA's mission is to foster a harmonious community, provide a strong voice within the municipality, and preserve/enhance the beauty of The Village.

## **BACKGROUND**

- The Executive Board meets monthly to discuss priorities and projects. In addition, it hosts 2 yearly meetings for residents of The Village
  - 3 Executive Board positions are up for election effective April, 2024
  - Candidates have to be VCA voting members in good standing and be supported by a VCA voting member in good standing (attach form)
1. Vice-President
    - a. Incumbent: Carol Perrin
    - b. 10 hours a month
    - c. Two-year term
    - d. Tasks: participates in Executive Board and committee meetings, attends Round Table meetings as the representative of the VCA, assists in other committee work as required, and in the absence of the President, presides at any VCA meeting.
  2. Recording Officer
    - a. Incumbent: Ann Hill
    - b. 10 hours a month
    - c. Two-year term
    - d. Tasks: prepares notices of all meetings, takes notes and keeps records of all meetings of the VCA, assists in committee work and special projects as required, ensures that meeting procedures adhere to the Association constitution and bylaws at Executive and member meetings.
  3. Treasurer
    - a. Incumbent: Joe Alleveto
    - b. 10 hours a month
    - c. Two-year term
    - d. Tasks: receives funds and maintains the Association bank account, records all deposits and withdrawals, issues cheques and makes deposits, conducts bank reconciliations monthly, presents the financial report at the Annual General Meeting (AGM) and an interim report at the General Meeting in October, presents budget for approval at the AGM, maintains an up-to-date resident/member list, arranges financial reviews.

**For more information on each role, please refer to the latest [VCA By-Laws](#)**

Interested in finding out more?

Contact one of our VCA Nominating Committee members:

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