



**MEETING DATE:** December 3, 2014  
**TO:** Board of Directors  
**FROM:** Kevin Smith, General Manager  
**SUBJECT:** Annual Selection of Board President and Vice President

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**POLICY INTERPRETATION:** Directors Wallace and Van Berkem, per PI 209, are the two identified Directors to serve as President. Unless one declines to serve as President (for 2014-2015 only), then their names are to be drawn to select the President of the Board of Directors from December 2014 through November 2015. The one not selected as President would be selected to serve as Vice-President.

The Board at its discretion may modify or alter the assignment of President and Vice President by a majority vote.

**DISCUSSION:** President Jones was elected to the Board of Directors in November of 2014; his term runs through 2018. He has served as Vice President in both 2012 and 2013 and as President in 2014.

Director Morrison was appointed to the Board in May of 2011. He subsequently, in November 2012, was elected to a two year term that runs through 2014. He has served as Vice President in 2014. Director Morrison was re-elected to a four year term in 2014.

Director Wallace was elected to the Board of Directors in November 2012; her term runs through 2016. This is her first term on the Board.

Director Van Berkem was elected to the Board of Directors in November of 2008, and re-elected in 2012; his current terms runs through 2016. He served as President in 2012.

Director Hetherington was elected to the Board of Directors in November of 2004 and re-elected in 2008 and 2012; her current term runs through 2016. She served as President in 2008 and 2013.

In accordance with Policy Instruction 209 (attached), selection is to be on the basis of rotation and longevity as an elected Director. The assigned President is to be the Director with the longest tenure in his/her current term of office who has not yet served as President during the current term. The Director with the second longest tenure in his/her current term of office who has not yet served as President during the current term will be assigned Vice-President.

Directors Wallace and Van Berkem began their current term of office as a result of the 2012 election and neither of them have served as President during their current term. In 2015, both Director Wallace and Director Van Berkem would be two years into their four year term with neither having served as President during that term. The policy also states that “presumably, the Vice President will be appointed President the following year.” The policy directs that the assignment of Board President and Vice President take place as the final item of business at the regularly scheduled November Board Meeting.

**FISCAL IMPACT:** None

**ATTACHMENTS:** Policy Instruction 209 – Assignment of Board President and Vice President

# TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

## **PI NUMBER 209**

(Replaces PI 113)

Formerly 132.1

Revised: February 22, 1994

November 18, 2004

Approved: August 25, 2011

**SUBJECT: ASSIGNMENT OF BOARD PRESIDENT AND VICE-PRESIDENT**

**PURPOSE:** To establish a prescribed order for the annual assignment of the Truckee Tahoe Airport District Board President and Vice-President

### **POLICY:**

1. The five Directors elected to serve four-year terms on the Truckee Tahoe Airport District Board shall be assigned the position of President, and Vice-President, during the year prior to assuming these offices. New positions will be assigned as the last items of business in the regularly-scheduled November board meeting and the terms of office will be December through November.
2. Selection will be on the basis of rotation and longevity as an elected or appointed Director. The assigned President will be the Director with the longest tenure in his/her current term of office who has not yet served as President during the current term, but who has served a minimum of twelve months. The Director with the second longest tenure in his/her current term of office who has not yet served as President during the current term will be assigned as Vice-President. Presumably, the Vice-President will be appointed President the following year.
3. Any Director who chooses not to accept the position of President or Vice-President for an assigned year rejects that year only, and will be eligible to re-enter the succession sequence the following year as Vice-President or President at his/her option. A Director may serve as Vice-President a maximum of two years.
4. When there are two or more Directors with the same length of time in office, names will be drawn to determine the order of assignment.
5. If the above guidelines cannot be met, the Board may, at its discretion, assign Directors to the positions of President or Vice-President. The assignment must be enacted by a majority vote.

**K. B. Foster, Board President**