

VICE PRESIDENT

MLPOA Job Description

*BY-LAWS ARTICLE II Sec 2,
ARTICLE V & VI Section 7, All Rules & Regulations Note: R&R (A), (L)*

Required to abide and is subject to all Articles of Incorporation, By-laws, Covenants and Rules & Regulations as written for MLPOA.

The Vice President:

- Acts as President when president is not available.
- Is chairperson of the Architectural Committee. This will include working with MLPOA By-laws Rules & Regulations and Summit County to insure that the members, contractors & utilities are meeting all requirements, zoning and building codes and are in compliance with all property owners.
- Reviews all plans for building structures and driveways, approaches and excavations of any kind before work can begin.
- Will approach (may be with committee) the BOD of all directions and actions taken and will provide the property owner a written response of approval or rejection letter and provide a copy to the secretary for MLPOA files.
- Provides points of contacts and guidance to anyone that has property associated to the canals before any excavation and right ways.
- Reviews and updates Strategic Plan as needed in December (works with Treasurer).