

Congress Chair Duties From Subud PNW ByLaws

4.1 ANNUAL MEETING

An annual meeting of the members of this corporation shall be held at any time and at any place determined by the officers of this corporation. This meeting shall be called the Regional Congress. The meeting shall be held within one of the states included in this Region. On even numbered years, this meeting shall be a regional congress. This shall convene the members of this corporation in order to:

- a. receive reports
- b. make policies, goals and objectives for this corporation
- c. elect, re-elect or remove officers.

At the discretion of the board of directors, the annual meeting held on odd numbered years may be either a regional congress or a non-business gathering.

A copy of the Congress minutes and of one of the Report of the Congress (see Article 4.6 below) shall be kept on file with the minutes of the corporation.

4.6 REGIONAL CONGRESS CHAIR

The Regional Congress Chair for the following year shall be selected by a majority vote of the members present at each regional congress. If the Regional Congress Chair resigns or for any other reason is unable to perform the duties of the Regional Congress Chair then the Regional Committee may appoint a Regional Congress chair.

The duties of the Regional Congress Chair shall be:

- a. to organize and chair the Regional Congress.
- b. work with the Regional Committee in establishing an agenda for the Regional Congress.
- c. prepare with the assistance of the incoming Congress Chair, a report of the congress summarizing the resolutions and recommendations passed, to be distributed to the membership within thirty days after the end of the Regional Congress.

Possible Activities		
Time	Agenda Item	Leader
9 - 10 am	Latihan	RHs
10 - 11 am	Center Reports	Congress Chair
11 – noon	Business of the Region (agenda TBD)	Congress Chair
Noon – 1	Lunch Break	
1 – until completed	Testing of Chair and Vice Chair Closing of Congress	RHs
4 – 5 To be determined	Latihan to complete session	RHs
5 - 6	New Committee and Old Committee meet to exchange information and setup communications exchange.	RHs
6 - 7	Dinner Break	
7 - 8	Testing with Regional Helpers re the needs of the region and the work for the coming term.	RHs