

FCCA DEPUTY CLERKS' COUNCIL CHAIR RESPONSIBILITIES
October 2007

- ◆ The Deputy Clerks' Council's (DCC) primary purpose is to be responsive to the specific needs and interests of the deputy clerk members and make recommendations to the Board of Directors on matters affecting them. The DCC shall be governed by an Executive Board which shall consist of a Chairperson and 13 members (one representative from each of the judicial circuits and the immediate past chairperson).
- ◆ The Chairperson shall be appointed by the President. The term of the office as Chairperson shall be for **two** years with eligibility for nomination and election to one additional term.
- ◆ The Chairperson shall appoint the circuit representatives from each judicial circuit to serve on the DCC Executive Board for a term of **two** years. The appointments of the Circuit Representatives shall coincide with the terms of office and election of the Board of Directors.
- ◆ The Chairperson shall represent the DCC at the annual meetings of the Board of Directors, shall preside over any meetings of the DCC Executive Board, shall preside over the Deputy Clerks' program at the annual conferences, and shall report to the annual conference on activities of the Council during the preceding year.
- ◆ The DCC Executive Board shall be responsible for promoting membership and generating interest in the Association and shall assume leadership and responsibility for representation of their circuits. The DCC Executive Board shall assist in developing a Deputy Clerks' program, which is responsive to the suggestions of the members, for presentation at the annual conference.

Detailed information about the FCCA roles and responsibilities of the Deputy Clerks' Council and the Deputy Clerks' Council Chairperson are located in the bylaws posted on the FCCA web site at <http://www.fcca.ws/docs/FCCAbylaws3-14-06.pdf>.