

AMERICAN ASSOCIATION OF TEACHERS OF FRENCH

Publisher of the FRENCH REVIEW

Washington/Alaska/British Columbia/Alberta Chapter

DUTIES OF AATF BOARD MEMBERS

Revised February 2009

As a member of the “Comité exécutif du chapitre WA / AK / BC / AB de l’AATF” you are expected to:

1. Attend at least two meetings per year. (An expense allowance of \$50 will be available for board members who travel more than 1 ½ hours and attend at least two meetings and who make a formal written request for such reimbursement.) Send an RSVP prior to the meeting if unable to attend.
 - a. Fall meeting occurs at the WAFLT conference
 - b. Winter meeting is scheduled after an in-service workshop or atelier
 - c. Spring meeting is scheduled after the WAFLT spring regional
 - d. Summer meeting (held in August) to welcome new board members and plan for the year
2. Submit articles to the “Le Canard déchainé” newsletter for your designated section.
3. Promote the AATF and attempt to recruit new members.
4. Support chapter activities whenever possible.
5. Keep a file including the by-laws, recent issues of the “Canard” and meeting minutes for reference.
6. At the end of your term, it is your responsibility to recruit candidates for the board. Nominate candidates for board positions.

Please consider yourself to be a member of the nominating committee during your last year as a board member and seek out “fresh faces” to replenish our ranks.