

1. **Election of Officers** - The Youth Council at its first meeting in September and first meeting in February shall elect a Chairperson, Vice Chairperson and Secretary. Each shall serve a six (6) month term from September through February and/or March through August.

A. Chairperson's duties:

1. Is charged with the administration of affairs of the Youth Council with the assistance from the City Council Vice President and the Adult Advisor.
2. Presides over all meetings of the Youth Council.
3. Is responsible for making an agenda for each meeting with the help of the Adult Advisor.
4. Speaks on behalf of the Youth Council to City Council and represents the Youth Council at appropriate functions.
5. With the Vice Chairperson, publishes a bi-annual report to City Council at the last regular meeting in February and the last regular meeting in August.