

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.

**B. Vice Chairperson's duties:**

1. Presides over meetings in the absence of the Chairperson, and at such times, shall have all the powers and be subject to all the duties of the Chairperson.
2. Assists the Chairperson to perform duties as needed.
3. Is responsible for the financial transactions and budget of the Youth Council.
4. With the Chairperson, publishes a bi-annual report to City Council at the last regular meeting in February and the last regular meeting in August.