



**Hicksville American Soccer Club
Board of Directors Nominations
2017-2019**

P.O. BOX 114, HICKSVILLE, N.Y. 11802

The Hicksville American Soccer Club is currently seeking parents to fill the open positions for the following Board of Directors positions for the **2017-2019** soccer seasons. If you are interested or would like to nominate someone you think would be a great candidate, please complete the form below and send it in a sealed envelope labeled "**HASC BOD Nominations**" to the club mailbox above. You may also email it as an attachment to info@hicksvillesoccerclub.com subject: "**HASC BOD Nominations**". Please send in your nominations no later than **May 8th**, by end of the scheduled HASC Board meeting. The Board will correspond or meet with interested parents and will post a slate of officers-elect at the HASC Board meeting in **June** for voting. Please contact a current Board member with any questions you have about the offices and process.

President: Serves as principal executive officer of the organization. Supervises and controls activities of the organization. Presides and participates in all executive and membership meetings.

Vice President: Acts as aide to the president and performs the president duties in the absence or inability of the president. Shall be responsible for obtaining permits and insurance documents for yearly functions and operations of the Club. Performs other delegated duties as assigned.

Secretary: Keeps the minutes of the proceedings of the membership and executive committee. Attend to all received correspondence, and to draft and distribute communications as directed by the Board of Directors. Oversees Club's presence on social media and internet. Performs other delegated duties as assigned.

Treasurer: Has charge and is responsible for all funds of the organization. Deposit and disburse monies as directed by the Board of Directors. Prepare and submit annual IRS forms. Prepare financial reports as directed by State or Federal regulations. Reports account balance at membership or monthly meetings. Prepare and present annual financial report of the Club's fiscal year.

Registrar: Collects, receives, and processes all club applications. Maintains an accurate list of all club members. Performs delegated duties as assigned. Acts as the Clubs registrar with the New York Club Soccer League. Performs other delegated duties as assigned.

Travel Director: Responsible for overseeing the club's Travel program. Acts as the Clubs registrar with the Long Island Junior Soccer League. Oversees maintaining of the Travel soccer fields.

Intramural Director: Responsible for overseeing the club's Intramural program. Oversees maintaining of the Intramural soccer fields. Coordinates with the Board approved Training organization.

Name of interested/nominated candidate _____

Phone and e-mail _____

Special interests or talents to bring to the Hicksville American Soccer Club: _____

