

***PRESIDENT***

Board of Directors Composition &Term: The Board of Directors is composed of the APTA Kentucky Executive Committee (President, President-Elect, Vice President, Secretary, Treasurer, and Chief Delegate) and the PTA Caucus Representative who are elected by the chapter membership and one Chairperson representing each of the five APTA Kentucky districts who are elected by district membership. The term of office for members of the Board shall be three years, with the exception of the PTA Caucus Representative who serves a 2-year term or until their successor is elected; the President-Elect shall serve a 1-year term elected during the final year of the current President’s term.

Benefits: Serving on the APTA KY Board is an excellent way to have a substantial impact in your community and your profession. You serve as a leader and advocate for the Association’s mission and vision. You gain experience in organizational dynamics, board room etiquette, and grow your professional network. It gives you the chance to develop collaborative, teamwork skills with a set of highly accomplished peers, and gain new perspectives by engaging with others.

Functional Purpose: The President shall serve as official head of and public spokesperson for the Chapter. As a voting member of the Board of Directors, the President shall preside at all meetings of the Chapter, the Board of Directors and the Executive Committee, and shall be an ex officio member of allcommittees except the Nominating Committee and Ethics Committee.

Qualifications: The President must be a physical therapist member in good standing of APTA Kentucky.

Duties:

1. Establishes agenda for Board of Directors, Chapter and Executive Committee Meetings.
2. Consults with Executive Director and Executive Committee as needed.
3. Makes agenda available at least 7 days prior to the board meeting.
4. Reorders the agenda as necessary with approval of the board.
5. Ensures that adequate and appropriate time is made available for all speakers and presenters.
6. Presides over Chapter, Board of Directors, and Executive Committee Meetings.



1. Calls meeting to order.
2. Reviews the Rules of Order appropriate to the meeting.
3. Acts as a neutral member of the Board of Directors in voting matters and will exercise the right to vote to make a tie vote or break a tie vote or when vote is by secret ballot
4. When applicable, develops the agenda for Issues Forum at conferences - Contacts Lobbyists, State Legislative Affairs Chair, Payment Specialist, Chief Delegate and Federal Affairs Liaison to develop agenda.
5. Coordinates Strategic Planning with the Board of Directors.
6. Serves as ex-officio member of all committees except the Nominating and Ethics Committees.
7. Attends and actively participates in district or committee meetings upon request or as Chapter business demands.
8. Serves as liaison to legal counsel and lobbyists.
9. Along with the State Legislative Affairs Chairperson, maintains formal or informal contact with lobbyists on at least a monthly basis.
10. Discusses financial arrangements for legal and lobbyist services and presents recommendations to the Finance Committee and Board.
11. Responsible for directing the activities of the firm or individuals under contract.
12. Serves as liaison between Chapter and State Government as needed.
13. The President shall also submit a list of three (3) names to the Governor for appointments to the State Board of Physical Therapy after the names are proposed by generalmembership.
14. The president shall submit the names of members determined by the membership to be appointed to the Therapy Technical Advisory Committee for Medicaid.
15. Develops President’s budget - Provides the Finance Committee and Board with realistic projections of expenses related to travel, lodging, and other expenses at meetings that the President is required to attend. At a minimum these meetings will include the Chapter President’s meetings at APTA’s Combined Section Meeting (CSM) and the APTA House of Delegates. May also include the APTA Federal Affairs Forum and APTA State Policy and Payment Forum.



1. Is responsible to the membership.
2. Receives and responds to member concerns that are directed to the President.
3. Responds to concerns from the public.
4. Is responsible for dissemination of information between the Association and the Chapter.
5. Conscientiously represents the Association members and the Association’s position in matters that would affect the Association or members of the Association.
6. Maintains open communication with the Association’s board liaison to the Chapter and invites him/her to conferences as needed.
7. Informs the Board and the membership of the Association’s initiatives.
8. It shall be the responsibility of the President to submit annual reports and all other reports to the Association by the proper dates.
9. Orients President-Elect.
10. Works with President-Elect during final year of three-year term to ensure smooth transition.
11. Serves a 1-year term on the Board as immediate Past President following three-year term. The Past President is a non-voting member of the Board of Directors.
12. Provides President-Elect with pertinent information.
13. Provides other assistance upon request of the President, after their year as President-Elect.
14. Serves as liaison to special representatives and task forces.
15. Contacts and recruits representatives and/or members to serve on task forces/ad hoc committees as directed by the Board or Executive Committee.
16. Maintains regular contact and dialogue with representatives or taskforce chairpersons.
17. Orients the representatives or taskforce members on their charge or charges.
18. Together with the Treasurer performs an annual review for the Chapter Executive Director.
19. Solicits feedback from chapter volunteers, board members, committee and special interest group chairs.
20. Makes recommendations regarding Executive Director salary to the Finance Committee.



1. Communicates regularly with the Executive Director regarding Chapter
activities
2. Communicates with the Executive Director by email, phone or in
person at least weekly.
3. Communicates with the Executive Director regarding the annual review of other chapter employees, if applicable.
4. Serves as a Delegate to the APTA House of Delegates.
5. Participates in conference calls/meetings scheduled by the Chief Delegate.
6. Reads motions and other documents pertinent to House business as directed by the Chief Delegate.
7. Makes the necessary travel arrangements to attend the House of Delegates.
8. Attends the House of Delegates and participates in other meetings held in conjunction with the House of Delegates as directed by the Chief Delegate.