

Every year half of the Saint Louis Watercolor Society Board positions are up for renewal of the same Board member or they become vacant because the Board member has stepped down or moved to a different Board position. Please note that all of our Board positions are well documented to make transitions easy.

This year the following Board positions with brief description are due to be renewed or filled in May 2017 by ballot election:

**President:**

Responsible for running Board meetings and membership meeting.  
Responsible for smooth running of annual calendar of job duties for Board members.  
Member of the Executive Committee.

**Treasurer:**

Responsible for contracts, rentals, payments and money transactions, annual budgets, insurance, taxes.  
Responsible for Monthly Budget report.  
Responsible for working with our Bookkeeper.  
Member of the Executive Committee.

**Hospitality/Membership:**

Responsible for working with the Membership Chair who coordinates membership duties.  
Responsible for recruiting volunteers as greeters and to bring snacks to members meetings.  
Responsible for coordinating food at STLWS exhibit openings if necessary.

**Exhibits:**

Responsible for overseeing STLWS exhibits: ie, recruiting volunteers to oversee various venues and assisting as needed.  
Responsible for coordinating contracts with spring workshop and exhibit venue and any other exhibit venues.  
Responsible for an occasional signature member show.  
Responsible for securing judge for Big Splash.

**Workshops:**

Responsible for selection of future workshop artists 3 years in advance and get them under contract.  
Responsible for coordinate contracts with venues.  
Responsible during workshops to act as facilitator for both artist and workshop and recruit additional volunteers as necessary.  
Responsible for workshop promotion and registration.