



## MEMORANDUM

**TO:** Southwest Washington Regional Transportation Council Board of Directors  
**FROM:** Dean Lookingbill, Transportation Director  
**DATE:** December 4, 2012  
**SUBJECT:** Election of 2013 RTC Officers

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### BACKGROUND

The bylaws for the Southwest Washington Regional Transportation Council state that annually at each year-end, “Officers, consisting of Chair, Vice Chair, Secretary, and Treasurer, shall be elected by the RTC Board of Directors.” Each of these is listed below as defined in the bylaws.

**Chair:** “The Chair shall be the chief executive Officer of the Corporation,” and “the Chair shall be chosen from the Board.”

**Vice Chair:** The “Vice Chair shall have all the powers and authority of the Chair in the absence or inability of the Chair and he or she must perform all of the functions and duties of the Chair in that case. The Vice Chair shall also be chosen from the Board.”

**Secretary:** “The Secretary shall have charge of such books and papers as the Board of Directors may direct. An employee of the Corporation shall be the Secretary.” (It has been the Board’s practice to have the Transportation Director serve as the Secretary.)

**Treasurer:** “The Treasurer shall have the custody of all funds, property, and securities” of RTC...”subject to the control of the Board of Directors.” (It has been the Board’s practice to have the Transportation Director serve as the Treasurer.)

### ACTION

The action requested on this item is to elect officers to these four positions for 2013.