



CHAIR OF THE RETIREMENT BOARD

I. DUTIES AND RESPONSIBILITIES

- A. The Chair will exercise the powers and will perform the duties and functions as specified herein:
 - 1. Review with senior management the agenda for each board meeting;
 - 2. Preside at all board meetings, ensuring that such meetings are conducted in an efficient manner and in accordance with the by-laws, the Board Operations Policy and public meeting laws set out in the Ralph M. Brown Act (California Government Code Section 54950 et seq.). The Chair shall refer to Robert's Rules of Order, Revised, to resolve any disagreements that cannot be resolved by the instruments listed herein;
 - 3. Act as the spokesperson for the Board, communicating only approved positions of the Board;
 - 4. Call special meetings of the Board as necessary in accordance with the provision of Government Code 54956; and
 - 5. Be available to support committee chairs in the exercise of their duties.

II. REVIEW

This Charter shall be reviewed by the Board at least every three years.

III. HISTORY

This Charter was adopted by the Board on 7/15/2004.

Reviewed on 8/16/2007, 7/15/2010, 7/18/2013 and 7/28/2016.