

POSITION DESCRIPTION: VICE PRESIDENT

The Stonehurst Vice President is selected at the first Board of Directors meeting following the Annual membership meeting.

RESPONSIBILITIES:

- Act in place of the President in his/her absence or inability to act in that capacity.
- Carry out any other activities requested by the President.
- Participate in meetings with Stonehurst IV HOA pertaining to matters of mutual interest; work with the Secretary/Treasurer in developing the Stonehurst annual Shared Maintenance Agreement.
- Review disclosure package property inspections prior to issuance to the property owner.