

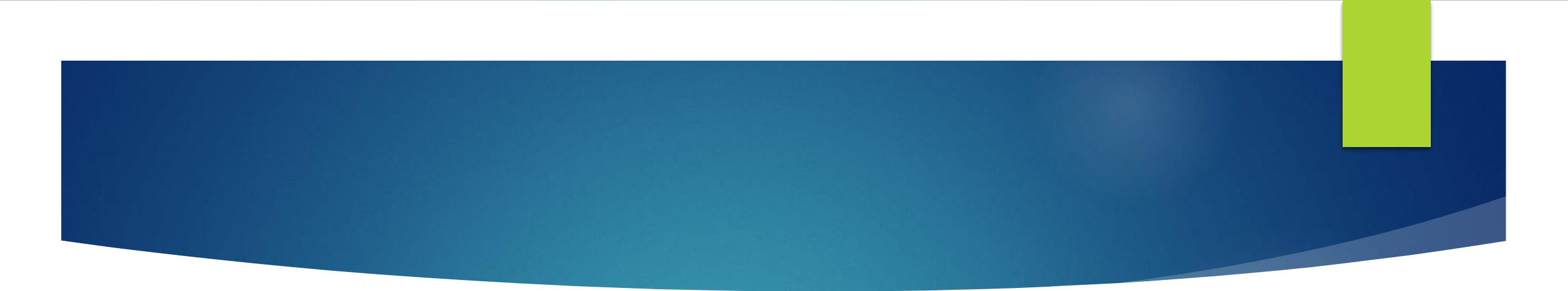


Vice President's Report

DECEMBER 2023 BOARD MEETING

Overview of Responsibilities

- ▶ Overseeing program functions of Membership and Chapters.
- ▶ Lead State Leadership Calls monthly.
- ▶ Lead Conservative State Calls monthly.
- ▶ Daily participation in meetings with staff, consultants, and vendors.
- ▶ Attending Coalition Meetings.
- ▶ Building consistent and collaborative relationships with elected officials and coalition partners.
- ▶ Working with the President to develop the budget.
- ▶ Works with Political Team to support the Run NOW program.

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- ▶ Working with Finance team to prepare the annual audit.
 - ▶ Maintains responsibilities of the NOW PAC; this include FEC reports.
 - ▶ Managing the administrative functions of NOW.
 - ▶ Managing Charitable Solicitations.
 - ▶ Oversees board structure and committees.
 - ▶ Oversees national grievances.
 - ▶ Oversees the NOW Foundation 501 C (3) grants.
 - ▶ Supervises Chapter and Membership departments.