

4747-1-05

**Duties of the ~~chairman~~chairperson.**

- (A) ~~He~~The chairperson shall designate the time and place of meetings on ~~his~~ the chairperson's own authority or at the direction of a majority of the board members.
- (B) ~~He shall preside at all meetings or in case of his inability to attend any meeting, shall designate the vice chairman or in the event the vice chairman is not available he shall designate one of the other members of the board to preside in his stead.~~
- (B) The chairperson shall preside at all meetings of the board. In the absence of the chairperson, the vice chairperson shall preside at meetings and perform all duties usually performed by the chairperson. The chairperson shall designate a member of the board to preside in the event that the chairperson and vice chairperson are not available.
- (C) ~~He~~ The chairperson will exercise general supervision of the affairs of the board and shall have the usual powers of such office and any other powers and duties as the board may direct.
- (D) ~~He~~ The chairperson shall sign all licenses, permits, and duplicates issued by the board.
- (E) ~~He~~ The chairperson shall sign the official minutes of the proceedings of the board which shall remain on permanent file in the board office.

Effective: 06/01/2008

R.C. 119.032 review dates: 02/08/2008 and 06/01/2013

CERTIFIED ELECTRONICALLY

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Certification

05/16/2008

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Date

Promulgated Under: 119.03  
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Rule Amplifies: 4747.04  
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