



HPLD Friends & Foundation Board of Directors Officer Descriptions

Chairman

The Chairman shall be the principal executive officer of the Corporation and shall in general supervise and control all of the business and affairs of the Corporation. He shall preside at all meetings of the Directors. He may sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments, that the Board of Directors has authorized to be executed, except in cases in which the signing and execution thereof shall be expressly delegated by the directors or by these bylaws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed; and in general, shall perform all duties incident to the office of Chairman and such other duties as may be prescribed by the Directors from time to time. The Chairman shall be a current member of the HPLD Board of Trustees.

Vice-Chairman

In the absence of the Chairman or in the event of his inability or refusal to act, the vice-Chairman shall perform all the duties of the Chairman. When so acting, the vice-Chairman shall have all the powers of and be subject to all the restrictions upon the Chairman. The vice-Chairman shall perform such other duties as from time to time may be assigned to him by the Chairman or by the directors. The vice-Chairman shall be a current member of the HPLD Board of Trustees.

Secretary/Treasurer

The Secretary/Treasurer shall have charge and custody of and be responsible for all funds and securities of the Corporation from any source whatsoever and oversee the deposit and expenditure of all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of Article VI of these bylaws. The Secretary/Treasurer shall in general perform all the duties incident to the office of secretary and such other duties as from time to time may be assigned to him by the Chairman or the Board of Directors.