

## Dubuque Women's Leadership Network

**Position**            **Executive Board – President**

Term                    One (1) Year

Tenure                 Can serve up to three (3) consecutive terms, assuming the President-Elect, President, and Past President as one (1) term

Updated              September 2024

1. This position attends every monthly Board meeting. A minimum of nine (9) are required per year. If, for any reason, she cannot attend the Board meeting, the President Elect will conduct the meeting.
2. This position is asked to promote WLN, support and encourage members of the Board, committee members, and the entire WLN organization. She should attend as many WLN functions as possible.
3. The President's responsibility is to maintain a sound financial structure. She is also responsible for handling conflict management, if necessary.
4. The President, along with the current President-Elect, will nominate a new President-Elect. At the end of her term as President, she will serve one year as Past President.
5. The President conducts monthly Board meetings and sets the agenda based on input from the Board. In the President's absence, she asks the President-Elect to conduct meetings. The President sends out reminders with the date, location, and time of each monthly Board meeting. If the meeting is canceled or changed, the President must notify members and the hosting facility.
6. The President opens each monthly membership meeting. In the President's absence, she asks the President-Elect to do so.
7. The President heads and appoints members to any task force formed to facilitate major WLN projects (i.e. Annual Conference).
8. Send welcome email to all new board members including a board contact list and the logistics of being a board member.
9. Invite and verify the new board members have access to the google drive.
10. Coordinates new board member orientations in conjunction with the December board meeting followed by a social of all the current and new board members.
11. At the end of her term of office, this position will turn over all documents, files, etc, pertaining to her office to her successor. She will be available to answer questions during a transition period (up to 3 months).
12. The President is the liaison for local media communications which includes preparing and delivering press releases for notable events.

2024	Miranda Ernst	2018	Jen Mond
2023	Stephanie Meyers	2017	Lisa Schaefer
2022	Justine Bemis	*2017 saw a change to calendar year 1/1 – 12/31 from fiscal year	
2021	Julie Kronlage	2016 – 2015 Kim Budee (Kim was President July 2015 – December 2016)	
2020	Kelly Wenzelman		
2019	Stacy Hines		

2015 - 2014	Lisa Bowers
2014 – 2013	Nicole Pfeiffer
2013 – 2012	Lynne Hager
2012 – 2011	Marcie Rowan
2011 – 2010	Jennifer Steines
2010 – 2009	Jenny Daughetee
2009 – 2008	Pam Hillary
2008 – 2007	Wendy Wheelock
2007 – 2006	Krisite Fens
2006 – 2005	Ann Tressel
2005 – 2004	Jamie Specht
2004 – 2003	Megan Tegeler