

**CALIFORNIA STATE FEDERATION EXECUTIVE BOARD**  
**POLICY 11 (M)**  
**SPECIAL FEDERATION REPRESENTATIVE/ADVISORY COUNCIL**

**I DUTIES & RESPONSIBILITIES**

- A. Throughout the term of the Federation President there are numerous instances that arise when the President is in need of guidance, council or advice. Normally this guidance comes from the Immediate Past President. However, this person is not always available when needed, or there are times a second opinion is desired. Who better to seek this advice from, but one or more of the Federation Past Presidents?
- B. At nearly every State Convention, there seems to be problems with Convention Committees not knowing what to do or how to do their function. Here is where the Advisory Council could step in and assist the committees. Normally this would be a Federation Presidents request for one or more of the Council Members to assist.
- C. Throughout the year a Federation Officer's (one of the four state wide officers) attendance is requested by a Chapter to present an award, Anniversary Certificate, an Honorary Life Membership Certificate and/or other special recognitions at special chapter functions. Often a statewide officer is not available on the particular day, or the travel distance for one day is not cost effective. The Federation President would request one of the Council Members closest in location to the event to represent the Federation and make such appearances or presentations.
- D. Council Members when requested by the Federation President, who perform such functions, are entitled to reimbursement for mileage and a meal when appropriate. These costs are chargeable to the Federation President's budget.
- E. Perform other duties as assigned.