

The Mesa Directiva (Executive Board)

From the MEChA Constitution, Article IV

President

- Calls meetings of the Membership and is the chairman of such meetings
- Plans and coordinates the events to be sponsored by MEChA
- Serves as the liaison with COSO
- Convenes committees to deal with specific tasks/issues and appoints committee chairs

Vice-President

- In the absence of the President, assumes the responsibilities stated above
- In charge of on-campus publicity
- In charge of informing the faculty and administration about MEChA events and the progress of such

Secretary

- Archives all correspondence to and from the MEChA Blitz account
- Keeps files on events and other activities related to the organization
- Notifies the membership of any MEChA meeting or gathering
- Maintains a list of the organization membership

Treasurer

- Maintains accurate financial records of MEChA
- Requests money with the agreement of the Mesa Directiva
- With the President, prepares and presents any budget requests to COSO
- Meets with COSO when any financial matters arise