

Roles & Responsibilities

Board of Directors:

Roles:

- Governing body of the association by power authorized within the bylaws, including but not limited to:
- Election of officers, including any vacancies that may occur within the year.
- Election of the Executive Committee, including any vacancies that may occur within the year.
- Filling Board vacancies that may occur within the year.
- Approval of the nominating committee.
- Approval the overall strategic direction and specific objectives of the Association
- Ensuring the objectives of the Association are achieved within a reasonable expected time frame.
- Serving as individual liaison between the Board of Directors and all active Committees and Task Forces (as assigned by the chairman).
- Serving as sponsor for specific Association members (as assigned by the chairman).
- Approving all proposals as required by the by-laws.
- Approving the annual operating budget and capital expenditures in excess of \$10,000.

Responsibilities:

- Prepare for the Board meetings by reviewing the advanced material and contacting fellow members for input on key discussion topics or decisions.
- Actively participate in discussions of the Board, offering input and the perspective of both the directors business and fellow members interests.
- Hold and maintain all materials and/or discussion items designated as “Confidential”, in confidence within the Board of Director group.
- Notify chairman, president or corporate secretary if not able to attend scheduled Board meetings and designate a proxy, if appropriate
- In the event of three consecutive absences on the part of any board member, the director’s seat may be declared vacant by the chairman and refilled by action of the Board.