



Expectations of a Peaks & Prairies GCSA Board Member

Board Meetings:

- Attend the Spring and Fall Board Meetings
- Submit in writing any items in advance to be placed on the board agenda
- Review the board packages carefully before the board meetings, and when applicable, seek answers to questions you may have that could be answered/researched prior to the board meeting. This includes questions about how to read the association financial reports and questions about association history.
- Participate at the board meetings
- Volunteer as needed for committees or special projects
- Vote to decide policy issues and motions presented
- Make every effort to attend any special board meetings or board gatherings (i.e. - special meetings held during national conference and show if attending; follow up meetings scheduled during association events)

Board Members:

- Represent the chapter in a positive and professional manner at all times and in all places
- Play an active role in member recruitment, lobbying, fundraising and other revenue generation
- Assist the chapter in strategic planning for the future of the association
- Board members have been elected to uphold the good name of the association and ensure that the plans and activities remain in the general membership's best interest.
- Board members contribute to the development of the chapter's mission and participates in governing the implementation of that mission.
- Any board member resigning from the board must notify the president in writing. Vacancies shall be filled by appointment, by the president, with the approval of the executive committee. Appointments made shall terminate with the next annual meeting at which time the vacancy shall be filled by membership election.
- When propositions or motions are made, each director shall be given adequate time to express their opinion either for or against such proposals. When the question is called and vote is taken, each board member shall have the option of voting yea, nay, or abstaining. Board members have an obligation to support the vote of the body during and after the meeting, even if the vote is contrary to the director's personal feelings.
- Upon the expiration of a director's term, or resignation, the executive director will conduct an exit review. Review will be oral or written, as preferred by the exiting director.

Committees or Assignments:

- Chairs committees when asked by the president (see committee chairman responsibilities)
- To complete committee and special assignment responsibilities in the designated time

Newsletter:

- We ask board members to contribute to the newsletter. If one board member volunteers per issue, the average responsibility of writing an article will be once every two years. We do encourage board members to submit articles more frequently if they are interested.

Correspondence:

- Participate in discussion throughout the year as needed
- Vote on motions made during the year
- Respond timely to correspondence from board members and association office

Miscellaneous:

- An insurance policy of professional liability, which covers all officers and directors, is purchased by the association.
- Service on the board is a position of trust bestowed upon an individual by the voting members of the association. It is a position that requires board members to conduct themselves in a manner consistent with a position of integrity and trust.