



Service as a Board Member

In General

The Association's By-Laws provides that "the corporate powers, property, management and affairs of the Association shall be vested in, and shall be exercised, conducted and controlled by the Board of Trustees, except as otherwise provided in these By-Laws".

"The Board of Trustees shall have power to appropriate funds, receive donations, establish and appoint committees, fill vacancies in its own body for the unexpired term of any former Trustee, establish personnel and compensation policies for employees of the Association, and generally conduct the affairs of the Association in accordance with the purposes herein set forth".

"President/Chief Executive Officer (CEO) shall have full charge of the operations of the Association under policies established by the Board of Trustees, with full power to engage and remove employees of the Association".

Major Functions

Policy Making

Oversees the corporate existence of the Agency. Assures that appropriate legal requirements are met for the conduct of the Agency's business and affairs and that the Agency operates within its By-Laws. Reviews and approves internal policies which govern the Agency.

Planning and Evaluation

Regularly reviews and approves the Agency's Strategic plans, oversees the Agency's general operations and maintains standards of performance.

Personnel

Selects, employs and evaluates the President/CEO. Reviews and approves policies which govern the employment of personnel. Participates in recruitment, selection and development of members of the Board of Trustees.

Finance

Approves and monitors the budget and corporate finances of the Agency. Determines the finances needed for fulfilling the agency mission, including the sufficiency of funds to meet its objectives. Authorizes and approves the annual audit. Responsible for directing overall expenditures dealing with the facility, its improvements or purchase of additional land or buildings.

Organization

The full Board meets quarterly to review management reports and the reports of its various committees. Matters requiring Board approval or action are voted on or ratified at these meetings.

The Board generally operates through a Committee structure. Members are encouraged to actively participate in one or more committees dealing with subject matters in which the member may have a particular knowledge, interest or expertise. Standing committees have been appointed as shown in the following listing:

Task Forces may be formed from time to time as the needs of the Association require.

Committees generally meet three to four times each year on the call of each committee chairperson as the needs of the organization require. Staff members are assigned to various Board committees as liaisons to provide needed information and support (see Committee Chart on page 3).

In summary, the Board guides and oversees the general governance of the Agency. The President/CEO and staff develop specific plans and programs and administer the Agency's on-going affairs. Board committees are a key link in this organizational structure.

Attributes Sought in Board Members

- A demonstrated interest in the Agency's mission and service goals.
- Experience and/or knowledge in areas such as public service, administration, development, finance, law, medicine, personnel, program development, evaluation, public relations, communications or other fields related to the affairs of the Agency.
- Representative of some aspect or segment of the population in the community.
- Available time and commitment.
- Desire to assist the agency through financial support.