

Expectations of Board Members and Liaisons

Board members are elected to the board, whereas Liaisons are appointed to the board by virtue of their positions.

There are three board meetings annually, and it is expected each board member participate in these meetings by phone or in person. Liaisons are asked to report out to the board during the three meetings. It is preferred that each board member attempt to make one board meeting in person annually if possible. In the event there is a pattern of absences, the board member may be asked to resign.

A board member may send a representative in his or her place to a board meeting. However, this individual cannot vote. The board member may, however, vote by proxy (e.g., give another member of the board the authority to vote on his or her behalf).

Board members are also asked to do two additional tasks. They are asked to complete and return a disclosure form. This form is distributed at the annual meeting held in October. In addition, the board is asked to review Form 990 (annual federal tax filing) prior to filing. This form may be distributed via email.

There are committee, task force, and planning team meetings held each year. Any board member or Liaison may serve on the committees, task forces and planning teams. The only exception to this is the Executive Committee.