

# Non-Members as Directors and Officers

- Issue: The current bylaws and standing rules allow Non-Members to be Board Directors and Officers. There are some concerns about this.
- Solution:
  - Directors
    - Evaluate advantages/disadvantages of allowing Non-Members to be Board Directors
  - Officers
    - Identify the roles and responsibilities of each Officer position (Chairperson, President, Treasurer, Secretary)
    - Evaluate advantages/disadvantages of allowing Non-Members for each Officer position

# Roles and responsibilities of Officers

- Chairperson
  - Resides at all meetings
  - Responsible for convening meetings & general oversight of Board activities
- President
  - General manager of the Corporation
  - Supervise, direct, & manage the Corporation's activities, affairs, & Officers
  - Preside in the absence of the Chairperson at all meetings

# Roles and responsibilities of Officers

- Treasurer
  - Submit annual budget for approval by the Board
  - Prepare monthly financial reports to the Board
  - Receive & make deposits
  - Direct reimbursements
- Secretary
  - Ensure proper notices is given for meetings
  - Prepare agenda
  - Record & distribute minutes from Board meetings