ORGANIZING A BOARD OF DIRECTORS

THE PRIMARY BUILDING BLOCK OF A SUCCESSFUL ORGANIZATION
Board of Directors

- A high-functioning board cannot be overstated for sustainability
- It must be led by competent and dedicated individuals
- Members must similarly be deeply involved in the operation of your CWRT
Board Structure

- Executive Committee:
  - President
  - Vice President
  - Secretary
  - Treasurer

- Directors:
  - Director
  - Director
  - Director
  - Director

- Advisors:
  - Advisor
  - Advisor
  - Advisor
  - Advisor
  - Advisor
  - Advisor
Member Selection

• President & Executive Committee
  • Constantly meet with CWRT members
  • Identify potential board members
• It’s the duty of the President & Executive Committee
  • Recommend new board members
Advisory Board

- Invite advisory board members to Executive Committee meetings
- Although they cannot vote, encourage them to take an active role
- Most new board members will develop from the advisory board
Board Service

- Prospective board members should be interviewed to fill a position
- Provide the bylaws to the candidate before the interview
- Determine how they would like to contribute
- Fill a void, not an empty chair
- Suggest term limits of 2 years
Conditions of Service

• Expectations
  • Either chair a committee or
  • Serve on two committees
  • Active participation is required
Board Committees

- Committees composed of two or three members each
- President should be an *ex-officio* member of each committee
Governance

• President should meet with each committee chair prior to board meetings
  • In person
  • Telephone
• President should be provided business cards so as to be available at all time
Transition

• Transition is natural, expected and necessary
• Always make appointments while considering who might become the replacement
DISCUSSION