

Board Operations Committee – Atlanta Meeting

Harlan – Chairman, Wood – Vice Chairman, Levy, Nist, Gerard, Himel, Steinberg, Buckman, DeMartino, Seals.

President Roger Smith assured the Committee he will communicate with Michael Becker and will report to the committee after doing so.

President Smith has appointed the following persons to serve on the oversight committee to oversee issues of conduct by Board members.

Dick Anderson, Chair – 2 year term – serves till 12/31/06
Phyllis Harlan – 1 year term – serves till 12.31/05
Bill Cook – 3 year term – serves till 12/31/07

Establish priorities and determine whether long or short range.

Short Term

Travel reimbursements (current agenda item 053-31) as well as clarify existing airfare policy.

Motion made, seconded and unanimously approved for input to Governance Committee.

Subject to advance approval of the treasurer, Board members will be reimbursed the applicable governmental rate for automobile travel, provided it is a reasonable amount.

Study and implement timely cost effective methods for the dissemination of information to the Board members. Work toward the use of the Web board as the source for the Journal and official Board communications and sharing of communications from constituents as well as all standing Departmental staff reports.

Study Board meeting procedures with goal of increased efficiency and effectiveness.

Presidential budget and Board compensation.

Medium Term

Study the structure, function, and continuity of Board committees.

Study standardization of Presidential committee appointments.

Long Term

Review and revise Board Member Standards of Conduct previously adopted.

Establish a form for self evaluation by Board Members

Volunteer leaders commit to continuing education

Establish a clear division of responsibility between staff and Board of Directors

Guidelines for orienting and informing Board members

Legal and fiduciary responsibilities of Board members

Job description of Board Officers and other members.