

**Board of Director's Policy
Governance 200 Series****Policy # 200.4****Responsibilities of the Board President**

The responsibilities of the President of the Board of Directors are:

- A. Preside at all Board meetings;
- B. Serve as a member of the Executive Committee of the Board and preside at Executive Committee meetings;
- C. Develop meeting agendas in conjunction with the Executive Director and the Vice President.
- D. Provide constructive feedback to Board members when appropriate and necessary.
- E. Facilitate Board deliberations and ensure that all topics before the Board are discussed in an open, effective, efficient and civil manner. The President of the Board shall ensure that Board members receive all relevant information and documentation, which would allow topics to be discussed as, noted above.
- F. Facilitate relationships between and among board members and the Executive Director.
- G. Communicate with Board members, when appropriate, to assure that the Board and members are kept informed in a timely manner and operate within the parameters of law and established governance policy;
- H. Appoint members to committees of the Board.
- I. Serve as an ex-officio, non-voting member of each committee established by the Board.
- J. Serve as spokesperson for the Board relative to Board approved positions.
- K. Represent the Board at community activities and functions, as appropriate.
- L. Comply with all laws, rules and regulations relative to the position.
- M. Oversee the election of new board officers at the annual meeting and/or upon the existence of an officer vacancy.

Adoption Dates:

Revised and adopted September 23, 2008

Revised and adopted December 2014