

Board Member Responsibilities

Individual Director Responsibility:

- Be a member of the Florida Trail Association in good standing prior to and throughout their term of office.
- Attend all board meetings. Absences must be approved by the President prior to the meeting. Any Officer or Director who is absent without excuse for the last two consecutive meetings of the Board shall be deemed to have resigned from the Board and any office held
- Represent the total Association and its members.
- Serve on board committees.
- Financially contribute to the Association over and above annual dues.
- Stay apprised of Association issues and participate fully in the governance of the Association.
- Participate in Association development activities by attending special events and providing prospective donor contacts.
- Actively promote the benefits of Association programs to friends and other members of the community.
- Refrain from activities that could be viewed as a conflict of interest.

Fiduciary Responsibility:

- Review and approve the budget as presented by the Treasurer and developed by the Executive Director.
- Review Association financial statements with particular emphasis on how current expenditures are tracking with the budget during every board meeting and on a period basis between board meetings.
- Review and approve any significant change to the budget during the
- Fiscal Year and any special expenditure as requested by the
- Treasurer/Executive Director. Care must be taken that the Association is using funds responsibly and in accordance with our mission and our goals and objectives as outlined in the Strategic Plan.
- Approves contracts, incurs liabilities, expends funds, and acts as the corporation in accordance with law. A director is a trustee of the corporation and in concert with the full Board acts as the single legally responsible entity that is the corporation.
- Assure that regular audits are performed.

Policy Making:

- Board shapes the mission and vision of the Association and approves all policies.
- Policies are developed in accordance with the Association's Strategic Plan and directors are actively engaged in the strategic planning process to include periodic review and revisions
- Directors think strategically and understand the governance of the Association in the best interests of our mission and members.

Oversight:

- Board assesses performance of itself, committees of the board, and the Executive Director to ascertain that the goals and objectives outlined in the Association's Strategic Plan are met.
- Board oversees its effectiveness and efficiency and monitors its performance and accountability.
- Board oversight is broad based; not daily operation control of Association matters and is not an invitation to deal directly with staff personnel other than the Executive Director.

Development:

- Board creates and oversees the Association's development strategy and assures that the Association meets its financial obligations by having sufficient funds to support the budget and accomplish its goals as outlined by the Strategic Plan.
- Directors shall be knowledgeable of the various sources of income to the Association and assist as and when required to insure additional income sources.