

## LJHA Board of Directors Policy

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### Introduction

A member of the Board of Directors has the following duties and responsibilities:

- A regular term is 3 years.
    - There is no limit on the number of terms one can serve.
  - Must be a member of the Association.
  - Regularly attend board meetings and important related meetings.
    - Meetings are held monthly on the second Thursday of the month, 1:00 pm, in the Museum board room.
    - Meetings typically last 90 minutes.
  - Assume management and responsibilities for Association finances and ethical standards.
    - Including adoption and oversight of the annual budget.
  - Make serious commitment to participate actively in the Association.
  - Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
  - Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
  - Is an active participant in committee annual evaluations and planning efforts.
  - Participates in fund raising for the Association.
  - Promote the Association in the community.
  - Become familiar with the Museum, Plantation Site, Alden Dow Museum and Association policies.
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- Removal of a member of the Board of Directors may be made by a vote of the Board.