



STC BOARD ROLES



Officers 2019-20 (also Executive Committee)

- President – Ben Woelk
- Vice President – Craig Baehr
- Immediate Past President – Jane Wilson
- Secretary – Kirsty Taylor
- Treasurer – James Bousquet

Directors

- Second/fourth year – Alisa Bonsignore
- Second year – Todd DeLuca
- First year – Bethany Aguad
- First year – Laura Palmer
- Outgoing – Jessie Mallory, Robert Perry

The Board of Directors manage and direct the business and affairs of the Society in accordance with the Articles of Incorporation of the Society. Each director must meet the following qualifications:

- Must be a regular or senior member of the Society in good standing and must have been a member of the Society for one full calendar year prior to being elected.
- Must not have been convicted of a felony.
- Must agree in writing to, and abide by, the binding documents in the Society's handbook or manual for directors.

The **President** calls and presides at meetings of the Society, the Board, and the Executive Committee, and appoints chairs and members of Society advisory committees, subject to Board approval. (one year term)

The **Vice President's** duties include supporting the strategic objectives of the Society, as well as any other responsibilities assigned by the President. The Vice President automatically progresses to President, and then to Immediate Past President. Each of these offices has a one-year term, so the person who becomes Vice President is committing to a total of three years of service. (one year term – three years service)

The **Secretary** keeps minutes of all Society, Board, and Executive Committee meetings and distributes them in accordance with Board policies and procedures; and performs other duties the President or the Board may assign. (two year term)

The **Treasurer** oversees Society finances; works with Society staff to prepare an annual budget for approval by the Board; and delivers a report to the members on the Society's financial condition at the Society's annual business meeting. The duties of this position include familiarity with managing a budget, attending monthly financial calls or meetings, preparing financial documents for monthly deadlines in advance of each meeting or conference call, and interpreting the trends in the financial data for the rest of the board members. (two year term)

The **Immediate Past President** is the individual who most recently served as President. The Immediate Past President performs duties as the President or the Board may assign. Upon the expiration of their respective terms, the current President shall automatically succeed to the office of Immediate Past President, and the Vice President shall automatically succeed to the office of President. (one year term)

A **Director** represents all members of the Society and serves as a communication link between the Board of Directors and the members, communities and any programs for which the Director has been assigned. Directors are voting members of the Board.

Directors should have a history of successful leadership in STC. Leadership can be in various areas of the Society, such as local or Society-level communities and committees. Valuable assets for this position are proven leadership skills, proven strategic thinking, knowledge of STC, ability to speak effectively in public, trouble-shooting skills and tactfulness. Experience in one of the following areas also is helpful: governance, finance or community advocacy. (two year term)

Meetings

The Board meets in person once a year during the annual conference, and usually at one other time during the year. The Board also holds monthly meetings by conference call.

Committees

- Nominating
- Audit
- Finance and Investment
- Distinguished Community Service Award
- Honorary Fellow
- Fellow
- Body of Knowledge
- Community Achievement Award/Pacesetter
- Conference
- Associate Fellow
- Sigma Tau Chi/Alpha Sigma
- Community Affairs Committee
- Ken Rainey
- Jay R. Gould
- Certification
- Scholarship

We are a Strategic Board:

- Bring insight and understanding of the field to discussions about the future direction of the association
- Work with the CEO, and other staff as needed, to set the vision and mission
- Determine strategic priorities and objectives
- Establish policies that support the organization's goals
- Set budget and ensure that it aligns with strategic priorities

Board Responsibilities

- Determine STC's mission, vision, and purpose
- Ensure effective planning
- Protect assets and provide financial oversight
- Enhance the standing of the organization's constituents
- Select, support, and evaluate the Chief Executive Officer
- Build a competent Board of Directors
- Ensure adequate financial resources
- Monitor and strengthen programs
- Ensure legal and ethical integrity

Duty of Care

Act with the watchfulness, attention, caution, and prudence that a reasonable person would exercise in the circumstances:

- Attend meetings
- Check emails often and *participate*
- Stay informed
- Exercise independent judgment
- Vote

Duty of Loyalty

Exercise the power of the Board in the interest of the society, not in your own interest or the interest of another entity or person:

- Conflict of Interest
- Corporate Opportunity
- Confidentiality

For more information, please refer to the [STC Articles of Incorporation and Bylaws](#).

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