

## Board of Trustees (BOT) Member Expectations

**Members of the WSPA Board of Trustees are elected to a three-year term, with a maximum of two consecutive terms.** The primary responsibilities of Board members are as follows:

1. **Be a current member of WSPA in good standing at the Premium Membership level or higher.** The only exception to this requirement is the WSPA Graduate Student Association (WSPAGS) Chair. WSPAGS Chair is a current graduate student member of WSPA in good standing who is a voting member of the Board;
2. Understand the mission and vision of WSPA, and become familiar with WSPA's history, membership, and the primary activities of the association;
3. Board members are required to:
  - Read and become familiar with the Bylaws and all relevant Policies
  - Participate in Board governance concerning the association
  - Engage in ongoing communication with current or potential WSPA members (e.g., to identify and recruit new WSPA members, and to contact and engage lapsed members)
  - Oversee personnel and contract issues
  - Provide fiduciary oversight, and
  - Ensure the organization is in compliance with the law;
4. Additionally, Board members are expected to:
  - Chair, co-chair, and/or serve on committees or other task forces; and/or
  - Volunteer to work on projects of interest and follow-up with further initiatives based upon project results; *and*
  - Communicate and report back on individual activities, projects, or initiatives during regularly scheduled Board meetings, and in other forms of written and verbal communication;
5. Regularly scheduled Board meetings:
  - **All monthly board meetings take place the fourth Friday of every month**
  - The monthly board meetings are conducted via Zoom Video Communications from 7:00AM-9:00AM
  - WSPA Board meetings are conducted using Keesey's Modern Parliamentary Procedure; Board members are expected to become familiar with these procedures
  - Board members attend additional in-person or video conferencing meetings as scheduled, such as the annual retreat, and additional ad hoc planning meetings as agreed upon by the Board;
6. Board members are expected to help WSPA's management team by doing the following:
  - Represent the best interests of WSPA in the professional community and the public at large
  - Support the activities of the association as a whole
  - Keep colleagues informed of WSPA activities
  - Keep the Board informed of issues and opportunities for WSPA and for the profession.