

CFSC Board Member Orientation

Some stuff that's good to know.....

1. Meeting Dates:

The meetings are usually held the first Friday of each month. Unless we vote differently, it will stay that way. The meeting times vary depending on how much work we have to do, but usually start at 10:00 A.M. and go through lunch. The committee meetings are held first, and then the entire board meets for progress reports from each committee.

Lunches are at your own expense, so plan accordingly. If we go on a road trip or an overnight stay, spouses, kids, dogs, etc. are welcome to tag along. It is advised that they find something to do during the actual meeting so they won't be bored and we won't be distracted. We like to wrap it up as quickly as we can when we have a long way to drive.

2. Dress Code:

We don't have one. You can come to the meetings in shorts, sweats or whatever you are comfortable in. We have a Christmas/Holiday meeting in December and people usually dress festively or appropriately for the location. At the conference we ask that you dress in at least business casual attire to represent the board, as you will be introducing speakers, moderating sessions and registering members.

3. Participation on committees:

All board members need to decide which committees they want to serve on, everyone serves on more than one committee. We will discuss the specifics of each committee today. Participation includes offering opinion and input, sharing of duties specific to the committee, occasional phone calls/emails/internet research, etc from home or work, and setting up various displays at the conference.

All board members are expected to sign up to work at the registration desk at the conference and to moderate sessions. Moderating the sessions includes making sure the speaker has what they need in the room, introducing them prior to the session, distributing and collecting session evaluations and making sure they get back to the agenda chair.

4. Meeting conduct:

This is a very casual group. Meetings are run loosely following Roberts Rules of Order, meaning that we need a motion and a second to approve an item but unlike Roberts Rules we usually discuss then craft the motion. Please make your opinion heard during discussion of any item if you have a point of view that is being overlooked. A copy of the bylaws can be obtained from the website: www.cfscinc.org. It is recommended that each member read the bylaws. Most questions regarding the schedule we must follow (especially for specific business

items such as budget approval, etc) can be answered by referring to the bylaws. Creativity and humor are preferred methods of conducting our business.

5. Meeting attendance and Proxy votes:

The way the bylaws say it:

- All Directors may attend and participate in board meetings, with voting privileges. Proxy voting shall not be allowed for any board meetings.
- At the meetings of the Board, Directors may only vote in person.
- Participation at any meeting of the Board via teleconferencing and/or video conferencing if available shall be considered attendance.

The way normal people talk:

- Every board member who is present either virtually or in person has a vote. If you do not attend, you do not.

6. Honorary members

The way the bylaws say it.....

Honorary Members: Those persons who in the opinion of the Board of Directors have performed noteworthy service to the Corporation and where such membership will add to the prestige and effectiveness of the Corporation, State, District or County Departments of Social Services. Except for the position of State IV-D Director and a Federal representative, proposals for Honorary Membership shall be in writing and shall set forth the reason the individual is being proposed. Each year, the individual holding the State IV-D Director's position, shall be automatically appointed an Honorary Member.

Each year, an Honorary Member, conversant with regional and national family support issues, shall be appointed as a Federal representative.

Honorary Members shall have voting rights when present at a board meeting, may not hold office and shall not be required to pay dues.

The way normal people talk...

If someone has served above and beyond the normal duties as a board member they can be considered as an honorary member. These individuals usually have extraordinary skills, talents or resources that enhance the board's ability to present a successful conference. Doing a good job in a board position in past years is not enough reason to become an honorary member, otherwise nearly every past board member's name could be brought up for vote.

If you believe that an individual has offered outstanding service to the council and we would be lost without this person, please recommend them as an honorary member. These individuals usually have not been nominated for officer or member at large positions during the regular elections but are people who are willing to lend their expertise to our cause.

We will vote on honorary board positions and allow everyone a chance to submit their recommendations in writing.