refresh renew reenergize
ALL AFFILIATES MEETING   JUNE 22 AND 23,2014

Building And Maintaining An Effective Board

A Northeast Florida Perspective

Overview

- Minimum Requirements
- Selecting Your Board
- Board Structure/Term Limits
- Governance
- Committee Structure

- Program Report
- Affiliate Maturity
- Board Book
- Lessons Learned

Selecting Your Board

▽ Select people with a genuine interest in enhancing the program

▽ Select people representing a cross section of the industry and related organizations including professional societies and trades

▽ Include mentors

▽ Select people that are successful leaders and are well connected in the community

▽ Select people who can assist in raising scholarship money

Minimum Requirements

▷ Board of Directors: a legal requirement to be recognized as a corporation

▷ Board of Directors: minimum of three but not more that twenty five directors

▷ Board Chair/President

▷ Pro bono accountant essential in maintaining fiscal health

▷ Pro bono attorney essential in maintaining legal health

Board Structure/Term Limits

▷ Directors shall be elected by a current Board majority for a term of three years. (Chair generally serves 2 years.)

▷ No person may be elected to more than two consecutive terms except upon special recommendation from the Governance and Nominating Committees – with Board approval.

▷ Define clear roles and responsibilities, including fund-raising expectations.

▷ Establish a leadership succession plan.

Board Governance

▽ The Board shall have full power, by majority, to adopt rules and regulations governing the action of the Board

▽ The Board shall have authority to retain an Executive Director to function as Chief Operating Officer of the Corporation. All other staff appointments and other expenses shall be the Executive Director's decision, without Board concurrence, **within the Board's approved budget**.
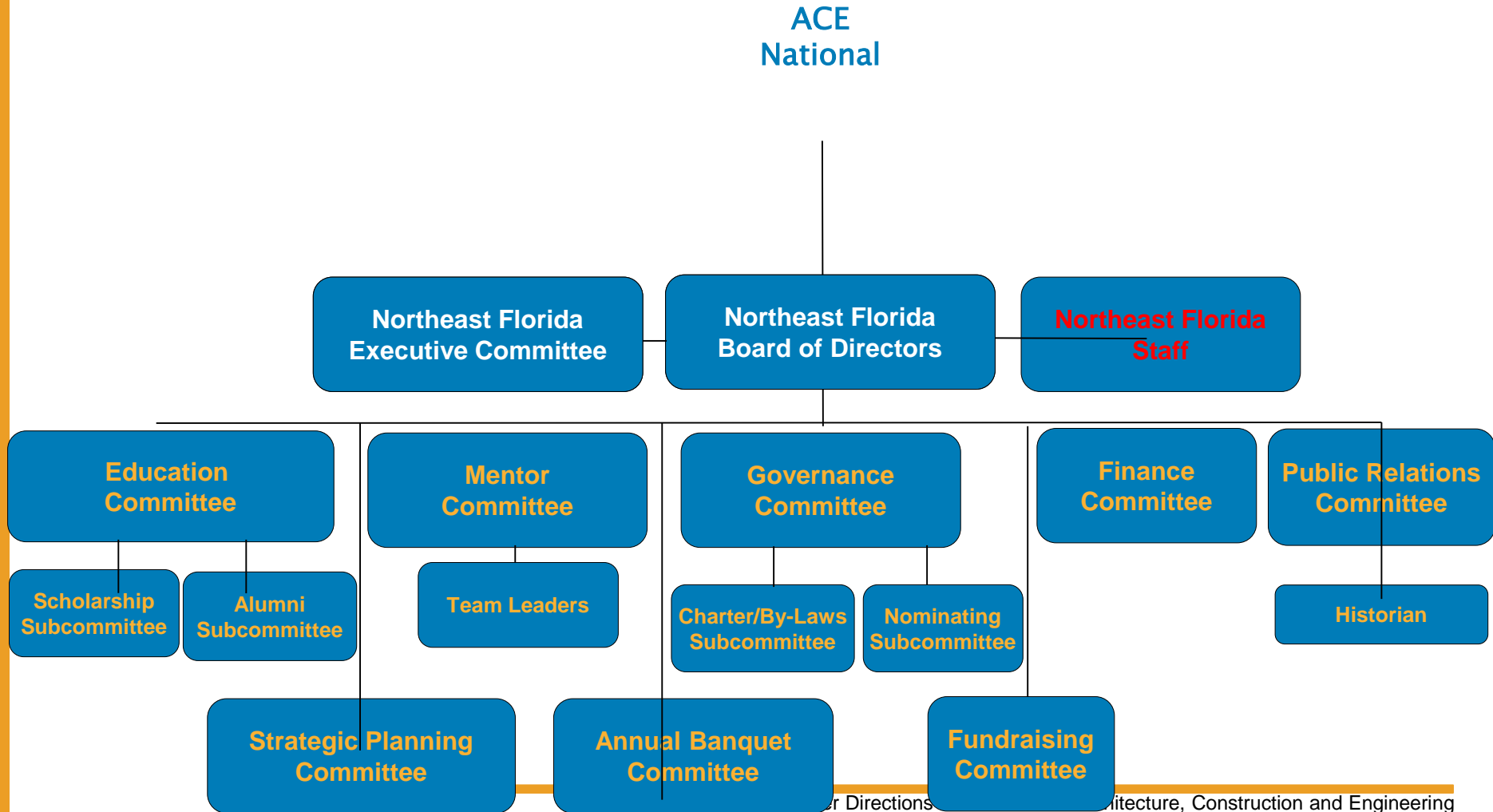
Committee Structure Minimum Requirements

Executive Committee

Governance and Nominating Committees

Finance Committee

Fundraising Committee

Public Relations Committee

Education Committee

Northeast Florida Board Structure

ACE
National

Northeast Florida Executive Committee

Northeast Florida Board of Directors

Northeast Florida Staff

Education Committee

Mentor Committee

Governance Committee

Finance Committee

Public Relations Committee

Scholarship Subcommittee

Alumni Subcommittee

Team Leaders

Charter/By-Laws Subcommittee

Nominating Subcommittee

Historian

Strategic Planning Committee

Annual Banquet Committee

Fundraising Committee

er Directions   itecture, Construction and Engineering

Program Report

- Data Base

- Diversity

- Scholarships

- Post Secondary Education

- Grant Funding

Mature Affiliate Attributes

▽ Fully Functioning

▽ Overall Growth

▽ Mentor Growth

▽ Student Alumni

▽ Community Recogization

▽ Financially Responsible

Board Book

- Electronic? Dropbox?
- A Guide
- Ready Reference
- Organization
- Example