

Board of Directors Responsibilities (adopted 11/15/05, amended 11/14/07)

A. Responsibilities

1. Meetings

- a. NASB Board of Directors Meetings - Attend and participate in all meetings (normally January, March, June, August and November). Note: The first four meetings are held on a Saturday in Lincoln at the NASB office; the November meeting is held in conjunction with State Conference in Omaha. To be excused from a Board meeting, Directors should notify the NASB office before the meeting date.
- b. Annual Planning Meeting - The annual planning meeting is generally held in conjunction with the January Meeting.
- c. Area Membership Meetings - Participate in the Area Membership Meetings that serve your NASB Region, and fulfill related duties as assigned. Directors from the Metro districts, as well as the Executive Board, could expand their roles to assist with other larger regions. These duties would be assigned by the President.
- d. Annual State Conference - Held in November of each year.
- e. Educational seminars sponsored by the Association - especially those held in your respective region.

2. Serve as a member of one or more standing committees to which appointed. Committees include: Legislation, Membership, Conference, Nominating, Executive, Public Relations/Marketing, Awards of Achievement, Governor's Award, Policy Review Task Force, Oversight and any special committees deemed necessary.

3. Act as liaison between the school districts within the NASB Region and the NASB Board of Directors.

- a. Provide a direct connection to the board for the local school district(s) in the Director's region.
- b. Promote the services provided by the Association for the individual needs of each board within a region.
- c. A relative representative who represents a shared perspective of the issues impacting local school districts.
- d. A resource.
- e. Contact the NASB member school districts within the region you serve.

- f. Act as a direct resource to assist staff in updating annual membership information (i.e., current members of each board [and following elections] addresses, phone numbers, email, officer status, etc.).
 - g. Be prepared at each Board of Directors Meeting to give a brief report on the contacts, responses and information shared with your member school districts.
- 4. Maintain contact with state senators representing the NASB Region to which the director is elected.

B. Duties

The Board of Directors shall:

- 1. implement the purposes of the Association and exercise general supervision over its affairs;
- 2. attend the annual Delegate Assembly and implement policies and programs adopted by that body;
- 3. enter into such agreements with other agencies to plan, implement, and administer projects, activities, and services designed to improve its member boards as it deems necessary;
- 4. act upon the Nominating Committee's recommended candidate for Vice President;
- 5. act upon appointments to committees;
- 6. recommend establishment of committees;
- 7. review boundaries of districts and make necessary adjustments in accordance with the Bylaws of the Association;
- 8. employ and evaluate the Executive Director under such terms of employment and at such salary as it may determine, to manage the affairs of the Association;
- 9. act upon the employment, evaluation, and salary of other personnel;
- 10. employ an independent certified public accountant to audit the financial records of the Association and submit an annual audit report to the Board of Directors for its adoption; and
- 11. adopt an annual budget.