

BOARD MEMBER RESPONSIBILITIES

Interested in being on the Board of Directors for your community? Here is a list of a few of the responsibilities that are included with being a board member.

Fiduciary Duty – The duty to act primarily for the benefit of another in matters connected with the undertaking. This means it is the Board's *legal responsibility* to act in a manner that serves the entire community, not just a few owners.

Purpose - In most cases, the purpose of the Association is to maintain the property values of the community and the purpose of the Association should act as the mission statement for the Board. Actions that do not directly serve the purpose of the Association, as stated in the governing documents should not be addressed by the Board.

Personal Agenda - The Board of Directors of an Association is no place for personal agendas. Refer back to the fiduciary duty.

Meetings – There are several Board meetings and workshops that Board members need to attend during the year. There is an average of four board meetings per year. They are held every three months and in between the meetings a workshop may be held.

Violations - Realize that the violation process is a necessary evil. In order to fulfill their fiduciary duty, the Board must enforce the rules of the community. At times the Board may have to levy fines against homeowners in order to enforce the rules of the community.

Insurance – A Directors & Officers policy is in place to protect the Board and Committee Members for legitimate actions they take in the course of their duties on behalf of the community.

Management Company – Manages the day to day details of the Association via the direction of the Board. All decisions are made by the Board and carried out by the management company.