



Board Members Roles

1. Expectations

- a. Be passionate about advancing VAN's mission and work.
- b. Support and be in alignment with VAN's Core Principles.
- c. Regularly attend Board meetings.
- d. Be active in at least one committee or task force with a base time expectation of about 6 to 8 hours per month. Attendance at VAN events is encouraged.
- e. Contribution of resources: share strengths, skills, talents and wisdom. Participate in discussions with prospective funders. Contribute some dollar amount so that VAN can demonstrate 100% Board commitment.
- f. Networking: participate in and work to expand the VAN network.

2. Duties

In partnership with other Board members and the Vital Aging Network's staff and contractors:

- a. Provide leadership for committees, projects and/or events.
- b. Identify sources of outside funding and nurture relationships and/or partnerships that increase VAN's access to funding.
- c. Develop collaborative program efforts with partner organizations or program sponsors.
- d. Oversee evaluation of VAN's programs and operations.
- e. Develop and implement a strategic plan and annual work plan.
- f. Meet regularly to discuss progress regarding VAN goals and programs, policies and procedures, agendas, presenters, grant-funded initiatives, opportunities for collaboration, and committee assignments
- g. Promote VAN and its programs and initiatives
- h. Assure the ongoing sustainability of VAN.
- i. Approve VAN's annual budget
- j. Approve expenditures for service over \$10,000

3. Terms

- a. Board terms are three years. No member will serve more than three consecutive terms.
- b. Terms begin January 1st and conclude December 31st.
- c. Terms will be staggered so that no more than approximately 1/3rd of the Board is leaving at a time.
- d. Previous members of the Board may be elected for another term if they have completed their previous term and have not been on the Board for at least one year.

4. Diversity/Composition/Size

- a. The Board shall strive to have no more than 22 and no fewer than 12 members.
- b. A majority shall be adults age 50+.
- c. VAN encourages and welcomes working professionals to participate in the Board. Due to the grassroots nature of the network, members of VAN speak as individuals not as organizations.
- d. Members should represent the scope of the network of networks. The Board solicits partnerships and membership that encourage diversity in geography, sector, age/race/culture/socio-economic standing/politics/gender, organization expertise and topic area expertise.
- e. At least two members shall represent diverse communities.

5. Application Process & Nominations

- a. The Operations Committee will review composition of the Board and will identify how many positions need to be filled.
- b. Nominations and applications will be solicited from the VAN network and other interested parties.
- c. The Operations Committee will review applications submitted.
- d. The Operations Committee will recommend a slate of new members to the Board with suggested priority criteria for filling the current openings.

6. Resignation & Vacancies

- a. Resignations will be submitted in writing to the chair.
- b. Should a vacancy occur on the Board, the Organizing Committee shall nominate someone to fill the position.

7. Elections

- a. Members shall be elected by the current membership of the Board.

A. Orientation

- a. An orientation will be provided for all new Board members. Each member will receive an orientation packet including VAN Policies, Work Plan, Organization Chart, VAN Rosters, and Annual Budget.

B. Ex-officio Membership

- a. All those individuals or organizations (e.g. support staff and consultants) that provide services to VAN and/or implement the policies and programs of VAN for pay. Ex-Officio members may attend Board meetings as non-voting members