



Board Member Expectations

Board Approval: May 3rd, 2020

Summary:

The Alumni Association is a completely volunteer run organization. Fifteen (15) volunteer Board Members comprise the Board of Trustees, with five (5) of those taking on Executive Board positions. These fifteen (15) volunteers are responsible for the day to day operations of the Alumni Association, coordination with the Active TEP students at Clarkson, maintaining the Sisson Mansion property, and other projects/initiatives as defined by the Board.

Each year, five (5) Board positions become available and a nomination and elections process available to all alumni determines who will fill those spots. Each Board position is for a three (3) year term.

Being on the LPEAA Board is not only an honor and privilege, it also comes with responsibilities. These responsibilities should be understood before accepting a nomination, and should be met if elected.

This document defines the responsibilities and expectations of LPEAA Board members.

Expectations:

1. Attend at least 75% of Board meetings.
 - The Board traditionally meets once a month, on the first Sunday of the month.
 - Each meeting is a teleconference that lasts 1-2 hours.
2. Be prepared for Board meetings.
 - Stay up to date on Board topics (email / Slack)
 - Thoroughly review pre-read before meetings
3. Visit Potsdam at least once during your three (3) year term.
4. Actively participate in a committee, or board assigned task, after you first year on the Board.