

Aitkin County CARE, Inc.
Coordinating Area Resources Effectively

Board of Directors, Expectations

- A board member must be a resident of Aitkin County or be directly connected to Aitkin County.
- A board member has the duty to follow the Aitkin County CARE governing documents (articles of incorporation and bylaws), to carry out the organization's mission. Also, directors must comply with other state and federal laws that relate to the organization and the way in which it conducts its business.
- Directors must discharge their duties in good faith, in a manner the director believes to be in the best interests of the corporation, and with the care an ordinary prudent person in a like position would exercise under similar circumstances.
- Directors shall serve three-year terms and must attend all regularly scheduled and special board meetings in person, by phone or by Skype, with a maximum of two unexcused absences per year.
- Directors should support through a personal contribution and/or participation, one or more of Aitkin County CARE's fundraising campaigns/events each year. Assist the organization in obtaining adequate resources.
- Directors must never exercise authority as board members except when acting in a meeting with the full board or as delegated by the board.
- Represent the interests of all people served by this organization.
- Act as a responsible steward of Aitkin County CARE and assume that funds are used for lawful purposes. Institute proper internal controls to aid in protection of the assets.
- Participate in long range and strategic planning, including periodic review of the mission.
- Represent and speak on behalf of Aitkin County CARE at community functions, events and meetings for corporations and community members as approved by the Aitkin County CARE Board of Directors.
- Attend regularly scheduled and special board and committee meetings.
- Actively participate on at least one committee of the board and fill vacancies.

Time Commitment

- Board meetings are held monthly – usually on the 3rd Thursday of the month at 7:30 a.m.
- Committees meet as needed, as often as once per month.
- Additional time may be required to carry out other functions of the board which include meetings with potential contributors, staff and other members of the board
- One full day board planning retreat.