

Washington Chamber of Commerce

Board of Director Members

Duties and Responsibilities

Board member terms shall be for a period of three years, unless filling an unexpired term.

Board members should meet with the Executive Director to review a Directors manual and answer any orientation questions.

Except for those who fill unexpired terms, all Board member candidates shall be elected by the Chamber membership, in accordance with the Chamber bylaws.

Board members should attend regularly scheduled monthly and any special Board meetings held on an agreed upon Board meeting schedule.

Board members may attend any or all of the monthly Executive Committee meetings, composed of the officers of the Chamber Board.

Board members shall be an advocate of the Chamber and be as active as possible in such things as Chamber committees, visible at Chamber events and be able to share the mission of the Chamber to the public.

Chamber Board members should be good stewards of all Chamber funds, monitor the financial performance of the Chamber and assist in revenue generating membership and non-membership revenue projects, as well as approve the annual budget.

All Directors are expected to complete an annual Conflict of Interest questionnaire that will be kept on file at the Chamber office.

Board members will hire, support and annually evaluate the Executive Director.

Updated 2/20