



Board of Directors Description

The Board of Directors is legally responsible for all activities of the Marathon County Alcohol & Other Drugs (AOD) Partnership Council, Inc. The Board has responsibility for establishment and execution of organizational policy and procedures, approving and monitoring the organization's budget, as well as determines the AOD Partnership's goals and strategic direction.

Board of Directors Responsibilities

- Achieve diversity in Board membership
- Adhere to by-laws of the AOD Partnership
- Monitor and secure the organization's fiscal well-being, bringing in new resources when available
- Represent the respective community sector on behalf of their organization and its services
- Participate in active recruitment, selection, and orientation of new Board members and coalition partners to cultivate leadership capacity
- Provide guidance to and partner with AOD Partnership staff to advance mutual goals
- Facilitate Board, Short Term Action Teams (STATs) and AOD Partnership meetings
- Consider others points of view, make suggestions and help the AOD Partnership make decisions that benefit the community and achieve the organizational mission

Board Member Expectations

- Internalize the mission and vision of the organization
- Demonstrate commitment to reduce the burden of substance abuse in Marathon County
- Represent the organization and its interests within community networks
- Disclose any conflicts of interest as it related to organizational business
- Utilize discretion and protect confidentiality (where appropriate)
- Be prepared for AOD Partnership meetings by reviewing meeting materials and agenda items
- Responding to concerns or communications in a timely matter
- Board members shall contact Chair or staff member if unable to attend. If no notification is given, it will be considered an unexcused absence.

Time Commitment

- Active participation in scheduled Board and AOD Partnership meetings. If unable to physically or electronically attend, the expectation is to provide leadership and feedback on pressing issues through electronic or other form of communication. Failure to participate in a minimum of 50% of meetings may result in removal pending review from peers on AOD Partnership Board per the organizational by-laws.
- Participation in AOD Partnership or Board-level Short Term Action Team (or STAT) to further the organizational mission. Participation could mean liaison, share data/resources, attend meetings – not necessarily lead to STAT.
- Ability to serve the entire elected term, barring unforeseen circumstances where the relationship can be terminated upon mutual accord. Term limits are as follows:
 - Vice Chair – 3 Years Commitment, with transitions to Chair (Yr 2) and Past Chair (Yr 3)
 - Board at large, secretary and treasurer – 2 Year Commitments, on an alternating schedule

I understand and agree with the responsibilities & expectations as stated above.

Signature: _____

Date: _____