



Board Member Responsibilities

The following is a general list of UCFS Board Member responsibilities.

- Serves a three-year term; can serve up to two consecutive terms
- Regularly attends board and other important related meetings
- Makes serious commitment to participate actively on the work of the board
- Volunteers for and willingly accepts assignments; completes assignments thoroughly and in a timely manner
- Stays informed about board matters, prepares for meetings, reviews and comments on minutes and reports
- Has a high level understanding of UCFS's policies
- Reviews and evaluates association actions or activities including comment letters, signing of a memorandum of understanding or other similar activities.
- Gets to know other board members and builds a collegial working relationship that contributes to consensus
- Reviews and approves association budget each year
- Actively participates in annual assessment and planning efforts
- Annually provides a performance review for the executive director
- Assists with revenue generating/fundraising activities
- Must sign and adhere to the UCFS Conflict of Interest policy
- Serve without compensation for services
- Travel to and participate in the annual UCFS Conference and Tradeshow
- Travel to and participate in the UCFS Board Retreat (reimbursed by UCFS)

To qualify for a board position, the nominee must:

- Be a member in good standing for the last three years AND
- Have participated in or attended an UCFS-related activity such as
 - The UCFS Annual Meeting/Conference (at least one of the past two), or
 - The Municipal Forestry Institute (MFI), or
 - Served on a committee within the past two years.