

Glass Art Society
Board Member Requirements and Expectations

- Each Board Member must be a **current member of G.A.S.**
- **Annual Conference** – attendance required, including one to two pre or post-conference days. Registration and event fees waived. Each Board Member personally pays for their travel, food and accommodation.
- **Planning Meeting** in the conference site city - this is usually held approximately 12 to 18 months before the conference takes place, i.e. The Planning Meeting for the June 2003 Seattle Conference was held in Seattle in March 2002. This year the meeting is in Corning is February 4-6, 2008 for a June 2009 Corning Conference.

The Planning Meeting is usually 3 – 4 days; travel days are in addition to this. All travel, food, and shared hotel room is paid for by G.A.S. Attendance is required. G.A.S. cannot reimburse for lost income, childcare or personal expenses, unless specifically agreed to in writing in advance. Board Members should solicit proposals for future conferences and conference sites.

In addition, every five years, board members will attend a long range planning retreat. The last retreat was in Pittsburgh in January of 2005.

- **Monthly or Bi-monthly Board Conference calls**, which are 90-120 minute average duration. These are usually held on the third Friday of every month. G.A.S. will supply a toll-free dial-in number, so there is no expense to Board Members. Information will be mailed approximately one-week prior to call. Participation on the call and review of information provided is required, except when excused absence is arranged in advance with President or Executive Director.

If a board member misses 3 meetings during a board year (June-May), the board member will be contacted by the President and their situation/response will be shared at the following board meeting for review.

- All Board Members **must have e-mail, and subscribe to the G.A.S. Board E-group**. A significant amount of Board business is conducted by e-mail. Courteous e-mail manners are requested: (prompt responses and no offensive personal remarks).
- Each Board Member is expected to **serve on 2 committees** and participate in committee conference calls, with timely attention to committee responsibilities as delegated by the committee chairperson

- Each Board Member is asked to **work at the conference itself**, assisting with introduction of speakers, auction, goblet grab, Education Resource Center or whatever is requested in order to make the conference run efficiently. Each Board Member may bring an Assistant, who receives a waived conference pass in return for 24 hours of volunteer time. Board members should waive conference honoraria, if applicable.
- **Auction donations** and/or solicitation of auction donations are greatly appreciated.
- Board Members are G.A.S. ambassadors and support and talk about the organization in their region and professional activities.
- Board Members should actively participate in Board nomination process and other activities of the Board.
- To clarify annual giving by the board: all board members need to be a member of GAS, donate an object to the auction and donate to annual appeal. If a board member does not donate to the auction they should donate at their capacity to annual appeal. Additional financial or time contributions are gratefully appreciated, (though they are not required, nor do they imply that fellow Board Members do the same).

Board Members or Board Nominees who are unwilling or unable to commit the above for a 3-year term are asked or may be asked to excuse themselves, to allow participation by another who can. It is understood that individuals have times when they can be more and less active, and that personal illness or family commitments may require excused absences.

(Revision February 2008)