



2024 BOARD OF DIRECTORS ORIENTATION

Wednesday, April 3, 2024

9am – 12:00pm Orientation

1. Welcome To Orientation and Introductions – Scott Somers

2. Legal Issues – James Hazlewood

- Governing Documents
- Board Member Duties
- Liability: Safe Harbor/Risks
- Open Board Meetings
- Member Rights to Speak
- Code of Conduct

3. Administration/Operations

- Scott Somers
 - Vision/Mission and Brief History
 - Board Duties and Responsibilities/Credo
 - Committee and Responsibilities
 - Organizational Chart and Staff
- Nanci Moyo
 - Review of Website and All Documentation
 - Fact Sheet – Emails
 - Roberts Rule of Order
- David Webster
 - Budget and Calendar Development
 - Annual Audit
 - Reserve Funds
 - Investment Policy
- IT Department – Randy Cheatham
 - How IT Supports the Board
- HR Department – Chris McNeely
 - Overview of personnel
- Membership Department – Kris Zubicki
 - Overview of Membership Department
- Recreation Department – Steve Kindred
 - Overview of Recreation and Staffing
- Communications Departments and Facilities Department – Natalie Whitman
 - Overview of Communications Department and Facilities Department