

**Member at Large
Standing Committee Position
2017-2018**

Summary

The Member-at-Large attends board meetings as a non-voting member and evaluates the state of the Club and its Long Range Plan. If needed or if requested by the President, he/she forms and chairs a committee to review the Club's Plan and suggest any beneficial additions or revisions.

Position Requirements

- Immediate Past President of the Club preferred
- One or more years of experience on Executive Board if Past President is unable to serve
- Medium level computer skills
- Adequate time for responsibilities of the position

Responsibilities

Chair a long-range planning committee if needed to conduct annual long-range planning for the Club. Such a committee would review prior long-range planning reports, consider revisions and additions, and then propose an updated plan to the board. The Parliamentarian may be included on the committee if recommendations that will impact the bylaws are foreseen. Most committee members should have a substantial history with the Club.

After the Executive Board has reviewed and approved the new long-range plan, be sure it is posted on website.

Reminders

All expenses must be submitted and reimbursed by the Treasurer before the end of ANC's fiscal year.

Board members are expected to attend monthly board meetings, usually on the first Wednesday morning of each month.

Board members are expected to provide training for their positions when the incoming board takes office.