



## 2018 Board of Directors Guidelines

Serving on the board of directors for the Valley Industry and Commerce Association (VICA) is a fun and rewarding experience. With the generous support and energy of our board members, VICA continues to act as an advocate for the greater San Fernando Valley regional business community. Your interest in leadership and participation in VICA is greatly appreciated.

### Board responsibilities include:

- Annual Board Dues: In addition to your annual membership dues, board members are required to pay \$1,250 for annual board fees
- Attendance: Board members should regularly attend board meetings (at least 5 out of the 8 meetings) and be prepared and available to vote on a variety of public policy issues
- Availability: If asked, Board members are asked to be available to VICA staff and volunteer leaders to share knowledge, expertise and resources
- Participation: Board members are asked to participate in at least 1 committee meeting a month (other than the board meetings), at least 1 a year of VICA After Darks, Leaders Forums and Newsmaker Connections, and at least 4 of the 6 major events (State Officeholders, Congressional, Hall of Fame Dinner, Local Officeholders, Business Forecast Conference, Annual Meeting)
- Membership: Provide the VICA membership manager with three (3) VICA prospects each calendar year
- Advocacy: Help VICA gain access to public officials and communicate VICA's business perspective. Your support may include calling and writing lawmakers, attending press conferences, testifying, authoring editorials and interacting with other top opinion leaders
- Programs and Events: Attend events and programs by purchasing sponsorships and tickets and by inviting prospective new members to VICA activities