KERN COUNTY MEDICAL SOCIETY

RESPONSIBILITIES OF DIRECTORS

(This includes Directors At-Large as well as Designated Directors of the Kern County Medical Society Board of Directors)

The KCMS Board of Directors is the governing authority to:

- Establish policy.
- Determine programs.
- Recommend expenditure of funds.
- Develop and maintain the internal structure of KCMS (including bylaws and adherence to bylaws).
- Review appointments made by the president.

The paramount responsibility of any board is to pursue and attain the stated mission and to ensure the long-term welfare of the overall organization. It is the responsibility of the Executive Director to manage the everyday operations of the organization and implement the goals and strategies agreed upon by the Board.

Individual Responsibilities of Board Members:

- Attend all Board Meetings (there are typically 4 Board Meetings per year). Board meetings are usually on a Monday at 6pm via Zoom.
- Be informed about the organization's purpose, services, policies, and programs.
- Review agenda and supporting materials.
- Serve on Board committees and offer to take on special assignments.
- Assist the Board in carrying out its fiduciary responsibilities.
- Suggest possible nominees to the Board who can make significant contributions to the work of the Board and the organization.
- Keep up-to-date on developments in the organization's field.
- A Board member, regardless of personal point of view, is responsible to support the decisions of the Board in public.
- No Board member has any right or authority to act upon his/her own in the name of the organization unless delegated specific authority by the Board of Directors.

It is very important that Board members support all meetings of KCMS. Although only the executive officers usually have formal duties at these functions, it is important that KCMS leaders attend to set an example and support KCMS by attending.