

RESPONSIBILITIES OF MEMBERS OF THE BOARD OF DIRECTORS

1. ATTENDANCE AT BOARD MEETINGS

Attendance at three Board meetings per year and one Committee meeting is a basic responsibility of each member. Since much of the Board's work is done at these meetings, faithful attendance is vital. When an absence is necessary, the Board member is expected to inform the Chair or staff. Two consecutive unexcused absences may result in automatic dismissal from the Board.

2. ATTENDANCE AT AND EVALUATION OF FHC-SUPPORTED PROGRAMS

Since one of FHC's primary functions is to support humanities programs in the many communities of the state, Board members are asked to attend programs in their area from time to time. The FHC office will provide Board members with evaluation forms to be completed and returned.

3. SERVICE ON COMMITTEES

Service on one committee is required. FHC's standing committees are: **Grants, Teaching Florida, Public Programs, Communications, Development, and Finance**. An ad hoc **Legislative Committee** meets annually as well. Committee members meet in person at least once a year, and if further discussions are required, conference calls are scheduled. Additional special meetings may be called by the Chair and Executive Director. There are also on-call Committees such as Nominating and Bylaw Review.

4. AMBASSADORS FOR THE FLORIDA HUMANITIES COUNCIL

Promoting the work of FHC in your community between Board meetings is important. This ranges from talking about our programs to friends and colleagues and keeping your legislators informed, to recruiting Board prospects, encouraging people to join the Council, and adding people to the FHC mailing list. The staff, in turn, is responsible for keeping you informed so you can be good ambassadors.

5. PERSONAL CONTRIBUTION

FHC receives funding from the private sector, individuals, corporations and foundations. One hundred percent of the Board of Directors contributes to FHC. There is no minimum or maximum contribution. In the spirit of stewardship, once a year each member is asked to make what is for them a "generous contribution."

6. REPRESENTATION TO FUNDING ENTITIES

Board members are often requested to represent FHC to representatives in the Florida legislature and U.S. Congress, as well as to foundations and corporations. The Chair and Executive Director will coordinate these requests.

7. INDIVIDUAL BOARD MEMBER PERFORMANCE

The Chair holds the responsibility for discussion with individual Board members regarding Board performance.