

**DuPage County Bar Association
Board of Directors
Duties and Expectations**

1. Each DCBA Board member must be a member in good standing of the DuPage County Bar Association. Officers and Directors are expected to actively support the Association's mission:

Mission - The DuPage County Bar Association serves the attorneys, judiciary and citizens of DuPage County, IL in providing legal education, business development and networking opportunities, designed to enhance and benefit our membership and community, while upholding the highest degree of civility and professionalism.

2. Each new Board member is expected to participate in the formal Board orientation, and must become familiar with the bylaws and procedures of the Association. Members should not hesitate to request additional information or to consult with the President and Executive Director.
3. Each Board member is expected to attend the monthly Board meetings, general membership meetings, social activities, President's Ball, and other activities.
4. The Board usually meets on the third Tuesday of each month. Meetings begin at 4:30 p.m. The Executive Committee ordinarily meets on the first Tuesday of each month at 12:00 noon. Agendas are disseminated in advance. Members are expected to be prepared for the meetings, and to actively participate in discussions. Occasionally, alternative dates are selected or additional sessions are required. Members should notify the President and/or Executive Director in advance if they are unable to attend.
5. Board members serve as members of the DCBA Membership Committee. They should recruit and retain Association members. They should help market and promote attendance at CLE programs, committee meetings, membership meetings and social functions.
6. Officers and Directors shall serve as members of the DCBA Membership Committee. They shall recruit and retain members, promote CLE programs and committee meetings, and encourage attendance at membership meetings and social programs. They should be responsible for identifying, recruiting and grooming future DCBA leaders.
7. Officers and Directors of the DCBA have a fiduciary responsibility to the financial health and well-being of the Association. Any relationship with another organization or company must be reported to the Board at the beginning of each fiscal year and at any Board meeting where that organization or company may directly or indirectly be affected by an issue before the Board for discussion and/or vote. Any Officer or Director may be asked to abstain from voting on an issue involving the organization or company in question.

I understand the DCBA Board responsibilities and duties. I am willing to be considered as a candidate for office.

Signature

Date