



## **Governance Fact Sheet**

### **What is the role of Associations?**

Associations will facilitate activities, programs, and events amongst their Service Communities and to coordinate communication between the membership and Board. Associations can hold meetings as needed and quorums will not be required. Girl Scouts of Citrus will continue to provide staff services to each Association. However, it is crucial that the Delegates and Association Chairs understand that they have open communication with the 2<sup>nd</sup> Vice Chair of the Board at all times, as their constant board liaison.

### **What is the role of the Association Chair?**

Association Chairs will:

- Coordinate activities and events amongst the Services Communities within their Association.
- Coordinate Service Community Delegate Elections (for the Service Communities within their Associations) and the reporting of those delegates to the Second Vice-Chair of the Board.
- Help facilitate information to the delegates within their Association and coordinate the Fall Forum – delegate orientation and training.
- Collectively meet with the Executive Committee of the board at least once a year to facilitate communication between the membership within their Association and the Board.
- To identify and nominate people from their Association to serve on the Board and its various committees.
- The Association Chair for each Association will have the right to request an Association meeting with members of the Board in attendance once a year.

Vice Association Chair assists chair with the above referenced duties and assumes the Association Chair position if vacated.

### **How are Association Chairs/Vice-Chairs Selected?**

The Association Chairs/Vice Chairs may be nominated by the Service Communities (at will; not mandatory) with such nominations to be provided to the Council by no later than May 1<sup>st</sup> and the Association Chair and Vice Chair will be appointed (shortly after the May 1<sup>st</sup>) deadline by the 2<sup>nd</sup> Vice Chair of the Board, subject to ratification of the Board. Association Chairs and Vice Chairs shall serve 1 year terms with unlimited consecutive terms. The Chair/Vice Chair terms will be from June 1<sup>st</sup> to May 31<sup>st</sup> of each year.

### **How will delegates be selected?**

Pursuant to the Bylaws, the formula for selection of delegates will be determined by the Board from time to time, as it deems appropriate. Initially, it has been proposed that each Service Community will elect a minimum of two delegates (with 30 Communities that is minimum of 60 delegates) and one alternate. Additional delegates will be apportioned to Communities based upon a formula as follows: we will calculate the average number of girl members per Community and for each 150 girl members over that average, such Community will

get one `additional delegate. The number of delegates apportioned to each Community shall be determine based upon membership numbers established as of September 30 of the prior membership year, and Service Communities will be notified of their delegate number for the following Annual Meeting by no later than August 1<sup>st</sup> of each year. The delegate term will be from October 1 to September 30 of each year.

Service Communities will determine the best method of selecting a diverse group of delegates and alternate delegates, for a 1 year term. Council must be informed of the delegates chosen to represent each Service Community at the next Annual Meeting by no later than October 1 of each year.

## **FORMULA FOR DELGATE SELECTION BY COMMUNITIES**

Two delegates per Service Community with 300 girl members or less, plus one additional delegate for each increment of up to 150 girl members.

### **What is the schedule of governance related events?**

- After the Annual Meeting in January referrals for Associations Chair and Vice Chairs will be accepted. Selection will be made by the 2<sup>nd</sup> Vice Chair and approved by the board no later than the **May** board meeting.
- **June/July** - There will be a “Summer Forum” for all the Association Chairs and Vice Chairs and the 2<sup>nd</sup> Vice-Chair of the Board
- **August – October 1** - Elections will take place in Communities for Delegates and Alternates.
- Delegates must be chosen and Council notified by no later than **October 1** of each year in order to participate in the Annual Meeting. The delegates will serve a 1 year term
- **October/November** – There will be a “Fall Forum” for all delegates to receive delegate training and to meet with members of the Board to talk about issues/concerns of their Communities. Then the delegates will go back to their Communities to inform and get input.
- **January** - Annual meeting.

### **How will the Forums work?**

The Second Vice-Chair of the Board will convene one Forum a year to provide a direct link between members and the Board of Directors, to address issue of importance to both the membership and the Board. In addition to dialogue, Forums will provide the opportunity for delegates and members at large to submit proposals and operational concerns to the Board. The audience will be the delegates (which includes Association Chairs/Vice Chairs, board members and nominating committee members.) The Forum location will be posted on the Council website. Delegates (and Association Chairs/Vice Chairs) will receive an invitation. Board members will be present at the Forum.