

NBHPCA BOARD OF DIRECTORS

TERMS OF REFERENCE

PURPOSE:

The NBHPCA Board of Directors oversees the promotion and planning by its members of the purpose, objectives, philosophy and mission of the NBHPCA to enhance quality hospice palliative care for individuals and families.

FUNCTIONS:

The Board of Directors:

- 1) Promotes the purpose, objectives, philosophy and mission of the NBHPCA
- 2) Governs the affairs of the Association in accordance with its stated mission and bylaws
- 3) Formulates the goals and objectives of the Association
- 4) Authorizes the formation of committees and sets their terms of reference and makes decisions based on recommendations from the committees
- 5) Have the authority to approve contracts and agreements that further the objectives of the Association
- 6) Make necessary representations on behalf of and in the name of the Association
- 7) Review and approve the annual budget and set the membership fee
- 8) Is responsible for the ongoing sustainability of the Association

MEMBERS:

Unless otherwise determined by voting at the general meeting, the Board of Directors shall be composed of;

- 1) The Executive Committee, which includes the President, Past President, Vice President, Secretary and Treasurer (The offices of Treasurer and Secretary may be combined)
- 2) There will be 2 representatives for each zone
- 3) There will be 3 members at large, one of whom shall be designated as a First Nations representative
- 4) Directors shall be elected for a term of two years
- 5) Directors can serve no more than 2 consecutive terms. After 2 years they shall be eligible for re-election
- 6) Each board member must attend at least 50% of board meetings including one face to face meeting

Expectations of Board Members:

- 1) Be a member in good standing of the NBHPCA
- 2) Act in the best interest of the association
- 3) Must be on at least one committee and board members will be polled to determine their particular area of interest
- 4) Abide by the bylaws, policies and procedures of the association
- 5) Respect and adhere to the NBHPCA conflict of interest policy
- 6) Attend meetings and support activities of the Board and Board committees.