

I A V M FOUNDATION

Board of Trustees Roles and Responsibilities

The mission of the IAVM Foundation (IAVMF) is to raise funds to support the public venue profession in programs of research, professional development and education.

Roles and responsibilities include at minimum the following:

Personal Commitment

- Maintain at all times a Professional, Allied or Honorary member of the IAVM.
- Be a passionate advocate for and help carry out the mission of the IAVMF.
- Bring personal knowledge, experience, influence, resources, and expertise to help achieve the mission of the IAVMF.
- Be responsible, corporately with the Board, for oversight of the finances of IAVMF.
- Willing to make a multi-year commitment to serve as a Trustee. (Minimum of 1 term of 2 years)
- Attend and actively participate in meetings, events and activities of the IAVMF.

Fundraising and Development

All Trustees are expected in some way to work on fundraising.

- 100% Board participation in the monetary support of IAVMF.
- Give a minimum of \$1,000 to IAVMF each year. If I am unable to give \$1,000 give a significant monetary gift and raise the remaining funds up to a minimum of \$1,000 from corporate or individual donors.
- Raising additional funds for the operation and granting functions of IAVMF.
- Actively engage in all levels of fundraising for IAVMF.

Meetings

Trustees meet monthly with a full board and as needed for executive committee/committees; In addition Trustees generally have two (2) face-to-face board meetings:

July – VenueConnect, IAVM Annual Conference & Trade Show

Fall/Winter – May be held in conjunction with an IAVM Sector Meeting or as a stand-alone

Responsibilities required for the meetings are:

- Attend meetings of the Board of Trustees.
- Read materials sent out prior to any meeting.
- Actively participate in conference calls as needed.

Expenses

- Trustees will, when possible, pay their own expenses for travel, lodging and meals when asked to attend meetings or other travel requirement for the IAVMF. If you or your company are unable to make this commitment please notify the Board Chair.

Committees

- Be willing to serve on committees as needed.
- Be willing during his/her term to Chair one or more committees or events.