Chapter Structure

HI everyone, welcome to our first meeting

How are your committees structured?

Some chapters pay for their board members (esp. executive) to have Big Apra memberships.

Apra Mo-Kan pays for PD reg/attendance for board president

Vice President seems to have different roles in different chapters. sometimes they're in charge of the conference; sometimes they're in charge of programming; etc.

Apra Mo Kan has 6 board members. Our VP also serves as Secretary.

some chapters have conference as part of the programming committee instead of its own committee

what is optimal size for a board and how many committees?

Apra Carolinas: President, President-Elect (functions like VP), Secretary, Treasurer, Membership, Education, Communications, Past President, NC/SC Reps

Apra Georgia has 8 baord members. We are not currently using committees.

OPRN has about 100 members; 12 board members; Exec Comm = President, President Elect (aka VP), Past President, Secretary, and Treasurer

ease new members into volunteering for committees

Apra WI reviewed the Byelaws last year, but can't recall if we have a cadence.

Immediate past president is a good thing to have formalized for succession

Apra Midsouth has 4 Executive Committee members (President, VP, Secretary, Treasurer) and 4 Director-At-Large positions (only 2 are filled currently).

possible percentage to use for number of board members...if you have 100 members then you need more board members than a chapter that only has 50

By-Laws

Annual retreat to have strategic planning, budget, review of bylaws, etc.

Combine annual retreat with annual conference?

Meeting cadence? Per bylaws, MN has to meet 10x/year (including retreat).

Utilize local law school for pro bono work on your by-laws

Keep the wording as open as possible for greater flexibility

Build in cadence of review into the bylaws

Review gender-based language in bylaws. (Apra-MoKan changed all to they/them pronouns.)

Who are able to vote for the change or new By-Laws? Is it only the Board or Members and Board?

Set a regular cadence for a review of bylaws.

Brainstorm as a group then breakout out a smaller group to actually write the document

Have an off cycle retreat to focus only on bylaws

Board Roles

Would love to see a Wild Apricot users group

Make board "job descriptions" available on website for all members.

Consider having two people as programming chairs to lighten the workload.

Time commitment estimate for board roles is very helpful for recruitment and transparency.

Incentives for hosting programming events? Could help get them experience and also serve as a recruitment tool.

Host elections in November so the new board can attend and participate in the December meeting before the board totally rolls over.

Include basic role responsibilites in your Bylaws.

Recognize chapter volunteers who are not on an official committee

Change the chapter leaders channel to chapter board members

When does "Chapter LEader" mean "any board member" and when does it mean "presidents, vps and/or treasurers"? Need clarity and inlusiveness

Use specific special email address for your association as a board member

Utilize the Chapter Leaders channel in the L to communicate with other board roles

We have Advisory positions for up and coming board members. It's a good way t introduce someone to the board and see what the board does.