



St. Joseph County Parks Board Members

1. Attends monthly board meetings. (Usually the third Tuesday of the month, at various locations.)
2. Participates in task forces or committees when applicable.
3. Participates in up to two board retreats per year (usually half day) for the purposes of discussing long range planning, and other issues.
4. Stays informed about the county parks, board and committee matters. Prepares themselves for meetings, and reviews staff reports.
5. When possible participates in park events such as volunteer appreciation activities, park special events, or Council meetings.
6. Is aware of, and abstains from, any conflict of interest.

General Board Activities

- Approve the organization's mission and philosophy.
- Develop and approve long term strategies plan for the organization.
- Annually assess the environment in which the organization functions and approve necessary strategy changes.
- Review and approve the organization's budget, including reviewing claims (expenditures) and donations.
- Support the activities, and communicates with, the St. Joseph County Parks Foundation and other volunteer groups when appropriate.
- Communicate with county officials and others about issues related to the parks.
- Approve major policies and actions of the organization, such as large capital expenditures, and major program and service changes.
- Hire, monitor, evaluate, advise, support, and when necessary, change top management (i.e. Director).
- Conduct the performance evaluation of the Director as determined by the Board.