

WACD POLICY # 2012-004
AREA DIRECTORS BOD REPORTS POLICY

Area Directors provide oral reports at Board of Director (BOD) meetings of the Washington Association of Conservation Districts (hereinafter referred to as “the Association”). There is no documented format for Area Directors’ reports consistent with their roles and responsibilities that can be used to facilitate their contributions to the BOD. Without a recommended format and content, Area Director reports may not consistently address the kind of information required for consideration by the BOD.

The Association hereby establishes the following outline as a recommended format for Area Director reports to the BOD:

1. Which conservation districts in your area have you visited this calendar year?
 2. What statewide or area problems and suggestions of your area conservation districts can you bring to the attention of the Executive Committee and/or BOD?
 3. What special or unique accomplishments can you report for conservation districts in your area?
 4. What information can you provide about the schedule and content of your Area (Fall) Meeting? (*September only*)
 5. How have you assisted your area conservation districts by planning or advising on special or unique programs?
 6. What resolution or policy action is anticipated or underway in your area?
 7. What election/appointment results or problems have been reported by your area conservation districts?
 8. How have you assisted the Executive Committee in carrying out the policies and activities of the Association?
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Two Area Directors may divide and share the responsibilities within their respective area as desired, so long as all area conservation districts are covered and receive the required attention.

The Executive Committee and Association staff shall assist Area Directors in their communication with conservation districts (including district chairs) via improved e-mail tools, distribution of materials, conservation district visits and other actions to promote greater information exchange and minimize the time burden on Area Directors for their duties.