



# AMERICAN BACKFLOW PREVENTION ASSOCIATION

## Roles & Responsibilities of the ABPA Board of Directors

### Election of Region Directors

Each year, our Association conducts elections for Regional Directors who will serve a two-year term. The area served by the ABPA is divided into 12 Regions. The Directors for the odd-numbered regions are elected in the odd years, and the Directors for the even-numbered regions are elected in the even years.

If you are a capable leader or have what it takes to become a leader, it is time to step forward and run for Regional Director of your Region to give current and multi-term Directors a break. We like to have at least two candidates run for each region. There will be no election for a Region if there is only one nominee. That nominee will be elected by acclamation. The job of Regional Director is a rewarding endeavor, knowing you are working to motivate the chapters in your Region to continue working toward the Association goal of keeping the drinking water supply safe and pure. The qualifications and responsibilities are listed below and each of you who know you are capable should consider running for your Region. Please, seriously think about accepting the nomination to run if called upon by your associates. Remember, you do not need to be nominated by another member; you can nominate yourself using the “Board of Directors Nomination Form”.

Below are the Duties and Responsibilities of the ABPA Board of Directors.

#### ABPA Mission Statement

The American Backflow Prevention Association, an international organization, was founded in 1984 to protect drinking water through cross-connection control and backflow prevention. ABPA with its regions and local chapters, is committed to providing educational programs, technical assistance, and public awareness in the field of backflow prevention to all water consumers.

#### The ABPA Board of Directors

ABPA’s success is tied directly to the knowledge and dedication of its members. The ABPA board members are balanced to represent a cross section of our industry, and play a vital role in this success.

With their background experience and passion demonstrated for our industry, the board serves as the “eyes and ears” in the backflow prevention protection and cross-connection control community. They also serve as ambassadors of the association in that community. Directors help ABPA staff better understand our membership’s needs. Together we help our industry become a better place to grow and work.

#### Composition of the Board of Directors

The Board of Directors shall be comprised of one Director from each Region of the Association, At-large Directors as may be appointed by the Board of Directors, and The Officers of the Association. All members of the Board of Directors who are elected in an election by the membership shall be voting members of the Board of Directors. The Secretary, Treasurer, and At-large Directors shall be non-voting members of the Board of Directors.

## Qualifications of a Regional Director

- a) The candidate for Regional Director, shall have been a member of the Association for at least two years; and
- b) The candidate for Regional Director shall have attended at least one National Association Board of Directors meeting previous to their nomination; and
- c) The candidate for Regional Director shall either reside or have their primary employment within the Region. No individual shall be a candidate in more than one Region.

## Attributes of ABPA Board Members

The characteristics of a strong board member include: expertise in the industry; a position of industry leadership; talent as a communicator; full support from their company in this role; and a strong desire and commitment to selflessly help the industry.

## The Duties and Responsibilities of an ABPA Director

The ABPA board seeks to help the backflow prevention protection and cross-connection control industry:

- Increase the use and understanding of backflow prevention protection and cross-connection control technologies and through this, grow the industry,
- Understand and respond to the changing needs of our industry,
- Understand the benefits and importance of its industry trade association.

The Board fulfills this role by providing the ABPA staff with counsel and support through serving as an objective source of expertise; offering feedback on ABPA programs and services; ensuring that the ABPA is representing and providing services to the full spectrum of companies in the industry; relating the ongoing needs of the industry; and consistently working to enhance the reputation of the ABPA.

Board positions are unpaid and board members are expected to attend all board meetings and conference calls in addition to committee or other meetings.

## Board Members are asked to:

- Attend all board meetings.
- Commit to representing the needs of the entire industry, acting in a fair impartial manner.
- Keeps all board meeting discussions confidential when required, as well as any other material that prudence would suggest is held confidential.
- Commit to avoiding conflict of interest or using the association to gain competitive advantage over another ABPA member.
- Commit to arriving on time and remaining for the full duration of the meeting.
- Review and sign the ABPA Conflict of Interest Policy/Disclosure Form.

Be familiar with, and supportive of association activities.

- ABPA's Strategic Plan.
- ABPA's financial performance and trends.
- ABPA conference and trade shows, programs and events.
- ABPA committee activities.

Know ABPA's strategic plan and be willing to "market" the ABPA in the industry by soliciting and referring new members, and suggesting changes to improve our overall effectiveness.

Be interested and willing to serve in at least one committee.

Encourage, recognize and support the vital activities of volunteers and staff.

Seek out information in their industry segments and advise staff about industry trends, conditions and opportunities as they arise.

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