



Board of Directors Requirements, Expectations, & Commitments

The Board of Directors shall transact all business of the Chapter except as prescribed otherwise in the Bylaws or other governing instruments of the Chapter.

Requirements

- All Board of Director members must be current members in good standing of SHRM and designate HRABC as primary chapter throughout the duration of his/her term of office.
- Each board position may serve for a maximum of 2 terms at the discretion of the current President.
- The responsibilities of each member of the Board of Directors shall be as outlined in the position descriptions maintained by the Secretary and distributed to the Board. The position descriptions are subject to change as deemed necessary by the President and/or the Board. Each officer shall keep accurate records and shall submit an annual written report of their work as requested by the President.
- Each elected director will have the responsibility of Chairing a standing committee.

Expectations

- Support the Chapter's mission, purposes, goals, policies, and programs, while knowing its strengths and needs.
- Serve actively on committees as requested by the President.
- Prepare for and actively participate in all board and committee meetings, including appropriate chapter activities.
- Maintain confidentiality of the board's executive sessions and speak for the board only when authorized to do so.

Commitments

- Attend activities and events sponsored by the Chapter:
 - Attend a minimum 9 of 11 monthly Board meetings
 - Attend a minimum 8 of 11 monthly Membership meetings
 - Attend the HRABC Annual Conference
 - An effort to attend the HR Florida State Leadership Conference
- Participate in other HRABC events, including webinars and other special events.

STATEMENT OF ETHICS

The Chapter adopts SHRM's Code of Ethical and Professional Standards in human resource management for members of the Chapter in order to promote and maintain the highest standards among our members. Each member shall honor, respect, and support the purposes of this Chapter and of SHRM.

The Chapter shall not be represented as advocating or endorsing any issue unless approved by the Board of Directors. No member shall actively solicit business from any other member at Chapter meetings without the approval from the Board of Directors.

HRABC Membership information is proprietary and membership in the organization is a privilege not a right. Membership should not be utilized primarily for solicitation of the membership. Although members are able to access the membership information, this information is not to be accessed or used in a way that is contrary to State, Federal or Local Law.