



HOT SPRINGS VILLAGE AREA CHAMBER OF COMMERCE

BOARD POSITION INFORMATION

MISSION STATEMENT: The Hot Springs Village Area Chamber of Commerce is a volunteer advocacy group of local businesses, civic/service organizations and associate members joining together to promote the best interest of our local businesses and community.

TIME COMMITMENT: This is a "working" board. Each board member is expected to fully participate in the functions, programs, and projects of the chamber. Due to the small staff size (2), it is necessary for each board member to chair, co-chair or be a liaison to at least one committee/task force. The committees are responsible for many of the critical functions of the chamber. It is estimated that each board member will devote 40 - 60 hours of work each year to their chamber role.

BOARD COMPOSITION: 12 elected voting members and 2 standing voting members. Of those members, the following officers are selected: Chair (1-year term), Vice Chair (1-year term), Treasurer (1-year term), and Secretary (1-year term). Three directors shall be elected for a three-year term each year.

The two standing members are the HSV POA General Manager/Assistant General Manager and the HSV Board of Realtors past president or a designated representative.

The Past Year's Chairperson (Ex-officio) and an Attorney of Counsel (Honorary) are non-voting members sitting on the board.

All newly elected board members will be seated at the regular December meeting and will serve as non-voting members until January 1, at which time they will become full voting members of the board. Retiring directors will continue to serve as voting members until January 1.

The nominating committee will review all board member applications to determine the most appropriate candidates for the ballot. They must consider the categories of membership and geographical areas that require representation. Additionally, they must consider the value that the potential candidates can bring to the board of directors, and to the membership, based on the applicant's background, involvement, and the level of commitment.

TERM: 3 years or the remainder of an unexpired term.

MEETINGS: The Board meets the fourth Monday of every month except when in conflict with a holiday, at which time the meeting is held earlier in the month. A mandatory all-day work session is held in early January. Other than the January work session, meetings are held in the chamber's conference room, 11:30 a.m. to 1:00 p.m. Lunch occasionally provided.

ATTENDANCE: Attendance at all board meetings, "Partner Up" membership lunches, and chamber events is strongly encouraged. A maximum of 3 board meetings can be missed

FINANCIAL COMMITMENT: Board members are encouraged to support chamber functions whenever possible. The 2017 projected fees for known events are as follows:

Partner Up monthly lunch	\$12 per member/month
Annual Awards Dinner	\$50 per ticket/year
Wine and Roses	\$40-\$50 per ticket/year

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BOARD POSITION QUESTIONNAIRE

I have read the board position information, and accept the terms. Please consider my name as a possible nominee to be placed on the ballot for a **term** to begin January 1, 2017.

Name: _____ Date: _____

Work Address: _____

Home address: _____

Wk phone _____ Home phone _____ Cell Phone _____

Fax _____ Email: _____

Business Name: _____

Business Type: _____

Position: _____

Length of time in business: _____

Community Involvement:

Current or previous boards served on _____

Associations of which you are a member: _____

HSVA Chamber of Commerce Involvement:

How long have you been an HSVA Chamber member? _____

In what chamber activities do you participate? _____

What talents can you contribute to the chamber and its board?

(Attach additional sheets as necessary)

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121 CORDOBA CENTER DRIVE • SUITE 300 • HOT SPRINGS VILLAGE, AR 71909 • 501.915.9940 • office@hotspringsvillagechamber.com



Board of Directors Questionnaire

2017-2019

Thank you for your interest in serving as a member of the Board of Directors of the Hot Springs Village Area Chamber of Commerce. Serving on the board is a rewarding experience and an opportunity for professional growth. Please return the completed application to:

Hot Springs Village Area Chamber of Commerce
121 Cordoba Center Drive, Suite 300
Hot Springs Village, AR 71909

Fax 501-984-9961 | email: michael@hotspringsvillagechamber.com

Application deadline is August 15, 2016

Member of the Board Job Description

1. Serves a minimum of 1 three-year term on the Board.
2. Abides by the Code of Ethics and is accountable to the Chamber Board of Directors.
3. Attends board meetings regularly. The Board of Directors meets the 4th Monday of every month at 11:30 a.m. in the Chamber's conference room.
4. Participates in furthering the Chamber's mission.
5. Makes decisions in the best interest of the Chamber membership as a whole.
6. Builds a collegial working relationship with other board members that contribute to consensus.
7. Participates in membership recruitment and promotion of existing members.
8. Stays informed about Chamber matters.
9. Participates in the Board's annual evaluation and planning efforts (including the Board work session)
10. Participates in fundraising for the Chamber of Commerce.

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Board of Directors Application

Candidate Information | 2017-2019

Name _____

Employer _____ Position/Title _____

Mailing Address _____

City _____ State _____ Zip _____

Email _____

Business Phone _____ Cell Phone _____

Number of years with present employer _____

Educational Background _____

Work History _____

Chamber Participation _____

Community Activities _____

Other Civic Participation, Memberships, Achievements, etc. _____

Family Information _____

What do you believe are the two most significant issues facing the Hot Springs Village area? _____

Do you and your employer (if applicable) understand that committing to the Chamber board requires you spend approximately 100 hours annually attending board meetings, events, committee meetings, Partner Up meetings, etc.? _____

I understand that I and/or my employer must be a member of The Hot Springs Village Area Chamber of Commerce and there is a requirement of participation outlined in the bylaws.

Applicant Signature

Employer Signature

Date

Date

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