



Michigan School Business Officials

## **MSBO Board of Directors Frequently Asked Questions**

### **How does an MSBO member get nominated to run for the MSBO Board of Directors?**

If you're interested in being a candidate, or would like to nominate someone for the MSBO Nominations Committee to consider, you will need to contact the Nominations Committee Chair by December 1 of the upcoming election. You may also be considered for nomination by submitting an [MSBO Board of Directors Election Application for Consideration](#). Details on the MSBO election process are in the [2023 Election Booklet and Candidate Guidelines](#).

### **Who is on the Nominating Committee?**

The Bylaws govern the makeup of the Nominations Committee. The committee includes the Immediate Past President, the President, the President Elect, and the two most recent active past Presidents that are willing to serve. The Immediate Past President chairs the committee. The committee selects and presents nominees for elected positions.

### **What criteria does the Nominating Committee use to determine candidates?**

The Nominating Committee chooses candidates based on a number of factors. Consideration of the makeup of the board related to factors such as demographic and geographic representation, expertise and qualifications of potential candidates, participation in regional groups, MSBO committees, and the MSBO Leadership Institute, for example.

### **What is the MSBO Board of Directors election process?**

Voters are directed to review background information and Statements of Purpose for all candidates on the MSBO website. Active MSBO members receive an e-mail inviting them to vote in the current election for the MSBO Board of Directors candidates. Members who do not respond to the initial email will receive additional reminders to vote.

### **How many members serve on the MSBO Board of Directors?**

The Board of Directors consists of a President, a President Elect, an Immediate Past-President, and six (6) other Directors. The Executive Director is an ex-officio member of the Board of Directors. The Board of Directors may appoint an Associate Member (non-voting) to sit at board meetings.

**How long is a Board term?**

The term of office for directors who are not also officers is three years, unless elected or appointed to fill an unexpired term. The director who is appointed will serve until the next general election. The director who is elected will serve until the end of the term.

**How many Board Meetings are held each year?**

There are typically seven board meetings a year held in January, February, March, May, July, September and November.

**What does a MSBO Board member do?**

Board members set policy and direction of the association as well as consider products and services that provide business solutions for MSBO members and their districts.

**What are the roles and responsibilities of a board member?**

Board members are expected to attend board meetings, MSBO's Annual Conference & Exhibit Show, write one column for MSBO's **eNews & Views**, serve as a board liaison to one of MSBO's Administrative or Program and Research Committees, as well as other limited activities.

**What are the benefits of serving on the Board?**

Board members have often said it is important for them to "give back" to the association, and have personally benefitted from serving on the board.

**What are some of the specific duties of a Board member?**

Some specific duties include approving the annual budget; appointing an Executive Director and defining his/her duties; establishing the rules for the conduct of the annual elections; establishing a working relationship for operational purposes with audit and legal firms; consider possible endorsements and partnerships.

**Are Board members reimbursed for the cost of attending board meetings?**

Yes. Board members are reimbursed for normal costs of attendance, including travel so that school districts do not incur costs for attendance at MSBO board meetings.

**Are Board members paid?**

No, the board serves in a volunteer capacity.

**How much of a time commitment is expected?**

Although not a great time commitment, Board members are expected to attend all board meetings, which generally run about 2-3 hours, as well as MSBO's Annual Conference & Exhibit Show, and the MSBO Leadership Conference. Review of board documents prior to board meetings is also recommended.