

MASSACHUSETTS ASSOCIATION FOR FLOODPLAIN MANAGEMENT
Board of Directors

The purpose and objective for which the Association is formed and established, as well as the Association's property, shall be managed by the Association's Board of Directors. *The size of the board of directors shall always be an odd number.*

Board of Directors Members and their Duties – The Board of Directors consists of the Officers of the Association and Regional representation.

- A. **Chair** – The Association Chair shall be responsible for the execution of the policies and resolutions of the Association. The Chair shall preside over Association and Board of Directors meetings, shall appoint committee chairs, and approve committee members. The Chair shall represent the organization's interests with other groups, legislators, or other parties but may not enter into binding contracts without approval from the Board of Directors.

- B. **Vice Chair** – The Association Vice Chair shall act in the place and stead of the Chair in the event of absence or inability or refusal of the Chair to act. The Vice Chair shall arrange the location and time for Board of Directors meetings and shall organize such meetings. The Vice Chair shall exercise and discharge such other duties as may be required of the Chair by the Board of Directors. The Vice Chair shall serve on a minimum of one Committee and shall be the Chair of the Incorporation Committee when such committee is active.

- C. **Treasurer** – The Treasurer shall have the custody and control of the funds of the Association. The Treasurer shall collect dues and make payments as directed by the Board of Directors for Association expenses. Checks issued by the Treasurer in excess of \$250 shall be approved in advance by the Board of Directors. The Treasurer shall serve on the Events Committee. The Treasurer shall provide quarterly finance reports and an annual finance report to the Board of Directors.

- D. **Secretary** – The Secretary shall perform recordkeeping for the Association, including taking minutes at meetings, recording votes, supervising the filing and storage of all Association records, and distributing notices, newsletters, and other literature to the membership. The Secretary shall retain appropriate current records of members of the Association. The Secretary shall serve on a minimum of one Committee and shall be the Chair of the Telling Committee when necessary.

E. **Regional Representative** – The Board of Directors shall include **five** regional representatives. A regional member of the Board of Directors shall perform any duties as may be required by the Board of Directors. A regional member shall serve on a minimum of one Committee.

The five regions will represent Western Massachusetts, Central Massachusetts, the North Shore, Metro-Boston, Southeast Massachusetts, and Cape Cod and the Islands. The initial division of the State into regions shall be based on Massachusetts Regional Planning Commissions (RPCs) as follows:

1. **West:** Berkshire, Franklin and Pioneer Valley RPC
2. **Central:** Montachusett and Central RPC
3. **Metro/North:** Northern Middlesex, Merrimack and Metropolitan RPC
4. **Southeast:** Old Colony and Southeast RPC, and communities that are members of both Old Colony and Metropolitan RPCs
5. **Cape and the Islands:** Cape Cod, Martha's Vineyard, and Nantucket RPCs

While the specific boundaries of the regions may be changed through a vote of the board of directors, representation across the five general regions should be maintained.

