

Member At Large Description and Authorization

Purpose: The primary responsibility of the Member At Large is to be a sounding board for community ideas and concerns. The Member At Large must be a member in good standing of the Kings Park West Civic Association. The Member At Large is a member of the Kings Park West Board of Directors and, as such, has a vote at Board meetings as well as member meetings. There are three Members At Large on the Board.

Scope: A Member At Large shall:

- Voice ideas and concerns from the general membership,
- Carry out assigned tasks at the request of the Board.

Additional Tasks:

Members At Large shall, with the other Directors,

- oversee the affairs and actions of the Association,
- fulfill the responsibilities and requirements of the Virginia Nonstock Corporation Act,
- set the scope of assignments of standing committees,
- establish special committees as needed to accomplish Association activities,
- formulate a proposed budget, to begin on 1 October, subject to approval of the members,
- be responsible for authorizing expenditures at variance from the approved budget,
- take necessary action, within the purpose and intent of the Articles of Incorporation and the Bylaws, to protect the rights and interests of the Association.

Specific tasks for the Members At Large include the following and will be distributed among the three Members At Large:

- Plan and coordinate the General Member meetings,
- Head the Nominating Committee when electing even numbered year Board members (President, Vice President, Secretary and Treasurer) according to the KPWCA Bylaws,
- Plan and coordinate the annual Volunteer Appreciation Dinner,
- Coordinate the Message Board team and collaborate with the Membership Committee, and the Social Media Teams, and
- Lead special committees or projects as agreed to by the Board.

Authorization: The Member at Large shall be elected individually by plurality vote of the voting members of the Association. An elected Member at Large serves for a 2 year term with the term beginning in odd-numbered years. No member shall serve in the same Board of Directors position for more than three (3) consecutive terms. After serving three (3) consecutive terms, or during the process of serving up to three (3) terms, a Board member may move to

another Board position if approved by membership. When determining consecutive terms served, a partial term of more than one (1) year shall be counted. A partial term of one (1) year or less shall not be counted. There must be a break of at least one year before a Director who served three consecutive terms can serve again as a Director. At the conclusion of their elected terms, Directors shall continue to serve until their successors are duly elected and installed.

Signed,



Sarah Lennon

President, KPWCA Inc.

Date: 5/31/21