

**THE OHIO ASSOCIATION OF GERONTOLOGY AND EDUCATION, INC.
(OAGE)**

**STATEMENT OF THE RESPONSIBILITIES OF MEMBERS OF THE BOARD
OF TRUSTEES¹**

POLICY

It is the policy of the Ohio Association of Gerontology and Education (OAGE) to maintain a Statement of the Responsibilities of Members of the Board of Directors.

PURPOSE

The purpose of the Statement of the Responsibilities of Members of the Board of Trustees is to assist individuals serving on the Board of Trustees of OAGE by clarifying and setting forth the scope of their duties.

PROCEDURE

1. The Executive Committee shall present a Statement of the Responsibilities of Members of the Board of Trustees for review/approval of the Board of Trustees.
2. Upon Board approval, the Statement shall be signed by all current Board of Trustees members and posted on the organization web site.
3. The Statement shall be reviewed by the Board of Trustees for approval at the board meeting following the annual meeting. At that time, new Board of Trustees members will be required to sign the Statement, which will cover their term of service as a Trustee.
4. The Statement of the Responsibilities of Members of the Board of Trustees approved by the OAGE Board of Trustees in 2015 is presented below.

STATEMENT OF THE RESPONSIBILITIES OF MEMBERS OF THE BOARD OF TRUSTEES

1. Commit to the mission of OAGE, which is that OAGE is an association of educators, researchers, practitioners, and students in Ohio who are dedicated to gerontological education, research and practice.
2. Attend meetings of the Board of Trustees. [*The minimum attendance required is 50%. If a member does not meet the minimum attendance requirement, she/he may be asked or required to resign.*]
3. Serve on at least one committee, and actively participate in committee activities by attending meetings and providing timely communication around committee activities. [*The minimum attendance required is 50%. If a member does not meet the minimum attendance requirement, she/he may be asked or required to resign.*]
4. Contribute expertise and participate in the strategic development of the OAGE.
5. Attend, and volunteer at special events.
6. Assist in the development efforts of the OAGE.
7. Serve as the OAGE's ambassadors and speak in support of the OAGE as well as allowing your name to be used in support of the OAGE.
8. Disclose any potential conflict of interest with the OAGE to the Board of Trustees.
9. Respect Trustees codes of conduct, including confidentiality of board meeting and information for representation of the OAGE.

10. An Emeritus Trustee shall retain all the rights, obligations and responsibilities of a Trustee in good standing, with the exception of requirements of attendance.

Acknowledgement and Acceptance:

I hereby acknowledge receipt and acceptance of the responsibilities of a member of the Board of Trustees of the OAGE as outlined above.

Signature: _____

Date: _____

Sign and Return: OAGE Secretary

¹Adapted from Visiting Nurse Association Healthcare Partners of Ohio, adopted 6/22/95 and revised, 5/15. 2001.