



WHAT IS A GOVERNING BOARD MEETING?

The Family RV Association Chapter Services Team would like to provide a little background on the Governing Board meeting.

Article VIII, 2, of the National Bylaws states: "The Governing Board shall consist of the national officers of FRVA and the national directors elected from among FRVA voting members in their respective chapters. The national officers of Family RV Association are the President, Vice President, Secretary, and Treasurer, and Area Presidents."

The Governing Board is defined in the Policies and Procedures as "the body with oversight responsibilities for the affairs, funds, and property of FRVA and the power to carry out the purpose of FRVA in accordance with the Constitution, Bylaws, Policies and Procedures, and the Strategic Plan."

The Governing Board convenes at Family RV Association International Conventions, traditionally during the Summer Convention.

For the Governing Board to conduct business, a quorum of 51% is necessary. That is 51% of the voting delegates (mentioned above). This number includes any active, voting chapters and the additional 14 Executive Board members. This makes it necessary to have a minimum number of voting delegates to conduct business.

Chapter secretaries are mailed a letter and Roll Call Sheet to verify the National Director and Alternate National Director (if elected) for the chapter. If neither of these individuals is able to attend the Governing Board meeting, the chapter secretary is instructed on what steps should be taken to elect a Temporary Delegate to represent that chapter.

What does the Governing Board do?

The day prior to the meeting, a full day is planned for Governing Board members. The FRVA Parliamentarian will be holding a **briefing** from 9:00 a.m. to 10:00 a.m., usually in the same location as the meeting. This session is for all voting members to encourage learning more about meeting procedures. Attending this session will make for an easier Governing Board meeting.

A Governing Board **workshop** will be held beginning at 10:00 a.m. in the same location. This workshop will provide an opportunity for any Governing Board member to ask questions regarding the upcoming Constitution, Bylaws or Policy and Procedure amendments, the proposed next Fiscal Year budget, or any item in a committee report to be discussed.

In an election year for nationally elected officers, a **Candidates' Forum** will also be held the day prior to the Governing Board meeting. This Candidates' Forum will allow members to

ask questions of the national officer candidates for the elected officer positions of FRVA National President, Senior Vice President, Secretary, and Treasurer.

What happens at a Governing Board Meeting?

The Governing Board members will arrive at the meeting location between 7:30 a.m. and no later than 8:30 a.m. to check in for the meeting. Governing Board members present their registration card, which is checked against the Roll Call Sheet. The Roll Call Sheet is made up from the Roll Call information sheets that each chapter secretary returned to the National Office. This is why the Roll Call Sheet is so important. If the wrong person is listed on this sheet, it could mean your chapter may not get to vote or even participate in the meeting. However, every effort is made to ensure that the eligible person is seated on the Governing Board. The Governing Board delegates are seated in their respective area. Seating is rotated every year with the host area in the front.

The Governing Board meeting starts promptly at 9:00 a.m. The meeting is conducted in accordance with *Robert's Rules of Order*. Committee reports are presented. Any proposed FMCA Constitution and National Bylaws Amendments and Policies and Procedure Amendments will be discussed and voted on at the meeting. Members of the Governing Board are given the opportunity to speak about these amendments. A member shall speak no more than two times on any question and not more than 2 minutes each time. Every Governing Board member shall have the opportunity to speak once on an issue before a member can speak the second time.

A Governing Board Meeting packet will be sent to all National Directors and Temporary Delegates. Registered Alternate National Directors will also receive a copy. If you are a Chapter President or an Alternate National Director and would like to receive a copy of the meeting booklet, please contact the Chapter Services Department at chapters@frva.com. This information will be posted on the Governance website as soon as it is available.

This information is for educational purposes. We hope we were able to answer any questions you may have about your part in the governance of Family RV Association.

Thank you,

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