



Michigan Association of Conservation Districts

State Council Member Responsibilities and Expectations

LEGAL RESPONSIBILITIES OF THE STATE COUNCIL

- Duty of Obedience – requires that the State Council routinely make decisions that are consistent with the mission of the Association.
- Duty of Care – requires that State Council members make decisions in good faith and exercise due diligence when making decisions particularly when it involves the assets of the Association.
- Duty of Loyalty – requires that the State Council does not allow the assets to inappropriately or unfairly flow to the personal benefit of any individual, group or organization. It prevents a State Council member (or members) from using their governance position to benefit themselves, their businesses or their relatives at the cost of or to the Association.

PRIMARY STATE COUNCIL RESPONSIBILITIES

- Manage the affairs of the Association; define and develop the policies and procedures of the Association
- Ensure adequate financial resources, secure adequate resources for the Association to fulfill its mission
- Protect assets and provide proper financial oversight
- Select the executive director
- Support the executive director and assess his/her performance
- Establish Association committees, define functions and coordinate activities
- Arrange for the annual meeting
- Ensure effective organizational planning and assist in implementing and monitoring the plan's goals
- Monitor and strengthen programs and services
- Enhance the Association's public standing
- Ensure legal and ethical behavior; maintain accountability
- Build a competent board, orient new members; assess State Council performance

STATE COUNCIL OPERATING PROCEDURES

- The State Council shall meet at least four times annually in various locations as the State Council determines.
- Special meetings may be called by the President on not less than ten (10) days written notice.
- As required, communications and some board action may occur via e-mail between meetings.
- Existing committees include: Executive, Finance, Forestry, Partnership Training, Michigan Envirothon Board, Legislative, and Director Training.



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State Council Member Expectations

- Must be from a District that is a member of MACD in good standing
- To attend State Council meetings regularly
- To organize and hold two regional meetings per year. (Summer meeting held in-region, winter meeting held during the Association's annual meeting.)
- To participate fully in the governance of the organization
- To serve on State Council committees as requested
- To participate in Association fundraising activities
- To stay informed about Association programs and activities
- To communicate program and activity updates to regions
- To uphold and abide by the bylaws and policies of Association
- To abstain from voting on State Council deliberations when a conflict of interest exists

State Council Compensation

- The members of the State Council shall serve without compensation, but shall be entitled to reimbursement for travel and other expenses incurred in connection with their official duties.

State Council Membership

State Council membership is made up of the Region Chairpersons of the ten geographic regions of the Association.

Regions are comprised of the following districts:

- Region 1 - Baraga, Dickinson, Gogebic, Houghton-Keweenaw, Iron, Marquette, and Ontonagon.
- Region 2 - Alger, Chippewa, Delta, Luce-West Mackinac, Menominee, and Schoolcraft.
- Region 3 - Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, and Leelanau.
- Region 4 - Manistee, Mason-Lake, Mecosta, Missaukee, Newaygo, Oceana, Osceola-Lake, and Wexford.
- Region 5 - Alcona, Alpena, Cheboygan, Crawford-Roscommon, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, and Presque Isle.
- Region 6 - Arenac, Bay, Clare, Gladwin, Gratiot, Isabella, Midland, and Saginaw.
- Region 7 - Barry, Clinton, Eaton, Ionia, Kent, Montcalm, Muskegon, and Ottawa.
- Region 8 - Allegan, Branch, Calhoun, Cass, Berrien, Kalamazoo, St. Joseph County, and Van Buren.
- Region 9 - Genesee, Huron, Lapeer, Macomb, Oakland, St. Clair, Sanilac, Shiawassee, and Tuscola.
- Region 10 - Hillsdale, Ingham, Jackson, Lenawee, Livingston, Monroe, Washtenaw, and Wayne.