

## **BOARD OF DIRECTORS: TERMS OF REFERENCE**

The Board of Directors (BoD) is comprised of members of the International Sea Turtle Society (ISTS) who will work to develop and further the ISTS Vision and Mission. Members of the Board of Directors serve a five-year term, beginning on the 1st of May on the year they were elected, except in the case of unforeseen vacancies as indicated by the ISTS By-laws.

Board members are expected to attend two annual meetings, one during the Sea Turtle Symposium and a mid-year meeting normally held during the month of August. They should maintain their ISTS active member status by paying their annual membership fees for the duration of their term.

The Board of Directors nominee should have attended at least 3 Symposia within the past 10 years.

Board members shall:

- Abide by the Society's Constitution and By-laws as well as the present Terms of Reference.
- Demonstrate a high level of commitment to the ISTS by attending and participating in all BoD meetings and discussions, including those conducted by electronic means, by showing a willingness to serve on committees, and by undertaking additional leadership roles within the Society.
- Be responsible for the financial security of the Society including, but not limited to, the approval of the Society budget, membership fees, the disbursement of funds by the Treasurer or other authorized members of the Executive Committee, investment strategies and acceptance of the financial reports.
- Oversee, on behalf of the Society, the activities of the President, President-Elect, Secretary, Treasurer, Immediate Past President and associated committees of the BoD
- Appoint Committees and Task Forces as needed to conduct matters associated with the Symposium and the Society in general.
- Develop Terms of Reference for each position and Committee of the Society and oversee that they are observed.
- Report on the activities of the BoD to the Society.

Board members must respect the confidentiality of detailed discussions amongst fellow BoD members regarding Board business.