**Board Member Information Sheet**

The Rules of LG Professionals Tasmania provide that the Board of Management is responsible for the general control and management of the administration of the affairs, property and funds of the organisation.

The Board consists of nine members:

* Six members, elected for a period of three years on a cyclical basis; two each year; and
* The Presidents of the three Branches.

An observer from the Local Government Association of Tasmania sits on the board although does not vote.

The Board generally meets six times a year, centrally at the Northern Midlands Council Chambers. However, the meeting prior to the AGM is held at the annual conference and the December meeting is usually held with the Minister in either Hobart or Launceston. The meetings are typically held in the morning, with business completed by 2:00pm. A working lunch is provided.

The quorum for Board meetings is five. The Rules provide for Board members to attend by phone or video conference if they are unable to attend in person.

The President, or in his or her absence, the Deputy President, is Chairperson and if both the President and Deputy President are absent, the Board Members present at the time select a person to preside as chairperson for that meeting.

Each Board Member present at a meeting of the Board, including the Chairperson, is entitled to one vote. If the votes are equal, the question is decided in the negative.

The Board at its discretion may also establish subcommittees that might involve additional meetings or activities for Board members. The Board may also have meetings with other parties, such as politicians, from time to time.

Other activities in which Board Members might be involved are such things as chairing sessions at the Annual Conference or writing articles for FOCUS newsletter.

The position is unpaid.

Intrastate and interstate travel and out-of-pocket expenses will be considered on a case by case basis where no alternative funding is available.

Questions in relation to the requirements and responsibilities of Board Members should be directed to Dr Katrena Stephenson at eo@lgprofessionalstas.org.au or phone 0488610341.