



New Dentist Trustee Role and Responsibility

NYSDA BOARD OF TRUSTEES MISSION STATEMENT

The NYSDA Board of Trustees provides visionary leadership while acting as the steward of the Association's mission and resources. The Board partners with staff, thinks strategically, identifies priorities, builds consensus and implements the directives of the House of Delegates.

ROLES AND RESPONSIBILITIES

The Board of Trustees shall be the managing body of the Association, vested with full power to conduct all business of the Association, subject to the laws of the State of New York, the Articles of Incorporation, the Constitution and Bylaws and the mandates of the House of Delegates. The power of the Board of Trustees to act as the managing body of the Association shall not be construed as limiting the power of the House of Delegates to establish policy with respect to the governance of this Association in all its activities, except for areas expressly reserved in these Bylaws as powers and/or duties of the Board of Trustees, as the same may be amended by the House of Delegates from time to time in accordance with these Bylaws.

"JOB DESCRIPTION": WHAT IS EXPECTED OF ME?

- To provide for the lease, purchase, sale, mortgage, maintenance and/or supervision of the Headquarters Office and all other property or offices owned or operated by this Association.
- To appoint the Executive Director of the Association.
- To appoint an Editor who shall be Editor-in-Chief of all official journals of the Association, and as such, shall exercise full editorial control over such publications, subject to policies and procedures established by the Board of

Trustees and these Bylaws. Any active or life or retired member in good standing of this Association is eligible to be appointed as Editor.

- To determine the date and place for convening each annual session and provide for the management and general arrangements for each annual session.
- To cause to be bonded by a surety company the Secretary-Treasurer, the Executive Director and employees of the Association entrusted with Association funds.
- To provide guidelines and directives to govern the Secretary-Treasurer's custody, investment and disbursement of Association funds and other property as provided in Chapter VI, Section 100D, of these Bylaws; and to cause all accounts of the Association to be audited by a certified public accountant at least once a year.
- To prepare a budget for carrying on the activities of the Association for each ensuing fiscal year, and present for action by each House of Delegates, a resolution setting forth the proposed dues of active members for the following year. Notice of such a resolution shall be sent to each component society not less than fifteen (15) days before such session to permit prompt, adequate notice by each component society to its delegates and alternate delegates to the House of Delegates of this Association, and shall be announced to the general membership in an official publication of the Association at least fifteen (15) days in advance of the annual session.
- To submit to the House of Delegates at the opening meeting of the annual session, in printed form, nominations for membership to the councils, except as otherwise provided in these Bylaws.
- To appoint annually upon the recommendation of the President, the chair of each council, except as otherwise provided in these Bylaws, and to act upon council nominations for consultants and advisers except as otherwise provided in these Bylaws.
- To provide interim guidance and supervision to all councils and special committees in order to ensure the fulfillment of initiatives and directives assigned to each council or special committee by the House of Delegates or Board of Trustees.
- To review the reports of councils and special committees of the Association and to make recommendations concerning such reports to the House of Delegates.

- To submit an annual report to the House of Delegates of its activities and those of the Secretary-Treasurer and Executive Director.
- To elect associate members.
- To establish other funds as divisions of the General Fund in accordance with the provisions of Chapter XII of the Bylaws.
- To appoint special committees of the Association in accordance with Chapter IX, Section 10 of these Bylaws.
- To perform such other duties as are prescribed by these Bylaws.
- To establish such administrative agencies of this Association as may be necessary to implement the Association's programs, to assign the duties of such agencies through the Executive Director of the Association under whose jurisdiction each shall operate, and to require reports of such agencies through the same channels.

WHAT WILL I GAIN BY DEDICATING MY TIME AND TALENTS

As the New Dentist Trustee, you will be providing NYSDA leadership with a unique perspective representing the New Dentists in NY. It is a great opportunity to refine your leadership skills and build lasting relationships among the leaders in the profession. It is also a chance to shape the future of dentistry.

HOW MUCH TIME MUST I COMMIT?

There are at least four in-person meeting a year. There may be additional virtual meetings. Staff will notify you and provide you with agenda materials in advance of the meetings. You will be reimbursed for overnight accommodations travel and meal expenses when attending meetings.

WHAT ARE THE TERMS OF THIS COMMITTEE/COUNCIL?

The New Dentist member's term is one four-year term (provided the person remains qualified as a new dentist throughout the term). A Trustee cannot serve on any other NYSDA Council or committees while a trustee. A trustee can only serve one four-year term and cannot serve as a Trustee in the future. Once selected by the New Dentist Committee the nomination will be sent to the NYSDA Board of Trustees, with election by the NYSDA House of Delegates.