

MDA Member Trustee

Term of Office

Three (3) years, beginning of the fiscal year July 1 - June 30. Elected by MDA members in the Annual election. May serve no more than two (2) consecutive three-year terms.

Criteria for Office

1. Voting member of ADA and MDA for at least three (3) consecutive years preceding nomination.
2. Experience in district and/or state dietetic association activities and familiarity with the state association.
3. Availability of time for responsibilities of the position.

Organizational Relationships

1. Responsible to the Trustees of the Institute and its officers.
2. Responsible to the membership of The Michigan Dietetic Association in carrying out the mission of the Institute.

General Responsibilities

1. Serve as a member of the Board of Trustees, which is composed of eleven (11) trustees, nine (9) elected MDA Member Trustees and two (2) Public Member Trustees.
2. Exercise all of the corporate powers and perform all the lawful acts required and permitted by the Trustees of a nonprofit corporation.

Specific Responsibilities

1. Act as trustees of the property and resources of the Institute.
2. Accept on behalf of the Institute any contribution, gift, bequest or device for any general or specific purpose that supports the mission of the Institute.
3. Establish criteria for disbursement of funds.
4. Establish surveillance systems to monitor the distribution of funds.
5. Select banks, trust companies, or other depositories in which all funds of the Institute shall be deposited to the credit of the Institute.
6. Develop and implement a plan of work consistent with the purposes of the Institute.
7. Elect Public member Trustees.
8. Elect or appoint the Officers of the Institute.
9. Designate committees and to authorize any officer or agent as necessary.
10. Enhance the visibility and credibility of the Institute to the MDA membership and other publics.
11. Administer other affairs of the Institute.

Officers

1. Trustees elect from among themselves a President, Vice-President, Secretary and Treasurer.
2. Terms of office of President and Vice-President shall be for one year and they may serve no more than three (3) consecutive terms.
3. Terms of office of Secretary and Treasurer shall be for two (2) years.
4. Trustees may appoint additional officers as they determine.

Meetings

1. The Trustees shall meet at least three (3) times each year.
2. The newly elected Trustee(s) shall be invited to the last meeting (June) of each fiscal year, and shall be eligible to vote. Officers for the next fiscal year shall be elected. This meeting shall be the Annual Meeting of the Institute.
3. A majority of the Trustees shall constitute a quorum for the transaction of business at any meeting.

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