



## **Purpose**

The Board of Trustees is the managing body of CDA, vested with the fiduciary duties of the association including implementation of the strategic plan, fiscal management, governance oversight and implementation of policies established by the House of Delegates.

## **Primary Duties**

- Set strategic direction and annual priorities.
- Review and adopt the annual budget of the association.
- Approve modifications to programs and services.
- Elect/select council, committee and board members.
- Conduct an annual review of the executive director.
- Determine date/location of annual house of delegates.
- Establishes task forces, as needed.

## **Qualifications/Skills**

- CDA member in good standing.
- Ability to make strategic decisions.
- Exhibit leadership strengths and have the ability to understand a complex business environment operating in many competitive markets.
- Experience in at least two of the following areas: accounting or finance, business management, association management or dental/healthcare policy.
- Possess the following characteristics: integrity, accountability, informed judgment and a high sense of responsibility.
- Effective communication skills.

## **Time Requirements**

- Board meetings: Four two-day meetings annually, and one regularly scheduled conference call
- CDA House of Delegates, including special houses
- Conference calls: As needed to conduct business

Members are encouraged to attend:

- Leadership trainings: Up to 3 per year
- CDA Presents, San Francisco and Anaheim
- CDA Cares

## **Composition**

The board shall be comprised of 50 members and 2 participants.

- Elected officers (6): President, president-elect, vice president, secretary, treasurer and immediate past president.
- Appointed officers (1): Executive director.
- Trustees (43): One trustee from each of the 32 component societies with the remaining 11 allocated to the societies in proportion to their membership. Trustees are elected by the component and installed at the house.
- Participants (2): Speaker and editor; non-voting positions.

The president shall serve as chair.

## **Term/Tenure**

The trustee term shall be three years. The tenure shall be two terms.