



## Purpose

The Board of Directors is the managing body of CDA, vested with oversight of strategic plan implementation, fiscal management and implementation of policies established by the House of Delegates.

## Primary Duties

The board establishes direction to assist the executive director in managing operations in a manner consistent with the bylaws in order to advance the goals of the strategic plan. The board shall:

- Serve as the fiduciary of the association.
- Set strategic direction and annual priorities.
- Review/adopt the annual budget and financial proposals.
- Oversee membership programs and services.
- Identify/recruit leaders for CDA leadership positions.
- Nominate candidates for officer positions.
- Elect/select council, committee and board members.
- Oversee CDA leadership development programs.
- Conduct an annual review of the executive director.
- Determine date/location for the annual house of delegates.
- Establish task forces, as needed.

For a detailed list of duties, refer to the CDA Bylaws, Chapter V.

## Qualifications/Skills

- CDA member in good standing.
- Leadership experience at CDA, its family of companies or comparable organizations.
- Critical thinking and decision-making as a member of a governing body.
- Knowledge of emerging issues and trends in the dental profession and their impact on organized dentistry.
- At least one member shall have experience overseeing financial systems or all members shall have demonstrated aptitude for learning the subject matter and oversight role.
- Commitment to prioritizing needs of all CDA members over personal and stakeholder needs.
- Effective communication skills.

## Time Requirements

- Board meetings: Four two-day meetings annually, and monthly conference calls in between
- CDA House of Delegates, including special houses
- ADA House of Delegates:
  - All Delegation Members: Five to six days annually (including travel), plus two to three delegation calls in advance of the house
  - Steering Committee Members: Two to three calls in advance of the house, plus additional meetings onsite
- Other CDA council, committee and board meetings, if elected as a director-member
- Additional conference calls: As needed to conduct business

Members are encouraged to attend:

- Leadership trainings
- CDA Presents, Anaheim

## Composition

The board shall be comprised of 17 members and 2 participants.

- At-large directors (15): Fifteen members, nominated by the committee on volunteer placement, considered by the board of component representatives (BCR) and elected by the CDA board.
- Ex officio (2): BCR chair, selected by BCR and elected by the CDA board; and the CDA executive director.
- Participants (2): Speaker and editor; non-voting positions.

The president, secretary and treasurer shall be nominated by the CDA board from amongst the members of the board and elected by the House of Delegates. The president shall serve as chair.

The board composition shall ensure diversity in the following areas: dentistry type, practice setting and membership demographics.

## Term/Tenure

The at-large director term shall be three years. The tenure shall be three terms. Eligible to return to the board after a break in service, equaling one term.

The ex-officio chair term shall be one year; eligible to serve multiple terms if nominated by BCR.

The president and secretary term shall be one year, with a maximum of three consecutive terms. The treasurer term shall be two years, with tenure limited by tenure on the board.