

Responsibilities of Members of the Residential Energy Services Network, Inc. (RESNET) Board of Directors

This guide is meant to help board members to understand the responsibilities of the Board Directors, and provide an estimate of the time commitment associated with work as an official member of the Board and as a volunteer to the organization.

The primary role of the RESNET Board of Directors is governance. The Board of Directors is the ultimate legal authority of RESNET. RESNET is incorporated in the State of Arkansas as a nonprofit corporation and is recognized by the IRS as a 501(c)3 nontaxable trade association. It is the primary responsibility of the Board to:

- Determine and promote RESNET's mission and purpose.
- Ensure effective organizational (strategic) planning.
- Determine, monitor and strengthen RESNET's programs and services.
- Allocate adequate resources for programs and services.
- Establish policies necessary to carry out RESNET's mission, programs and services.
- Determine RESNET's positions as they relate to public statements on proposed or enacted legislation, regulation, or other public policy.
- Maintain the standards of quality for home energy ratings
- Ensure legal and ethical integrity, and maintain accountability.

To fulfill its governance role, the RESNET Board of Directors meets one time per quarter, generally via teleconference to discuss and act on routine Board business. Board calls typically last one hour. Outside of the board teleconferences the RESNET Boards votes electronically. The votes average one a month. Board members are expected to participate in all Board meetings prepared, having reviewed all materials distributed prior to the meeting, and to be ready to act on scheduled agenda items.

In addition, the Board meets two times per year, for one day, at the annual RESNET Building Performance Conference and at annual fall board meeting.

RESNET Board members are also expected to set the example of service to RESNET as volunteers within RESNET. Board members are expected to actively serve as leadership (i.e., committee or task force members). Time commitments will vary with the Committee assignment, but can vary from several hours per month, to several hours per week, depending on the assignment and the activities of a committee.

Board members work closely with paid staff (Executive Director) to implement Board policy and programs. It is the role of the Executive Director and Staff to maintain day-to-day financial and programmatic responsibility for the organization, and in this role reports to the Board of Directors.

The duties of officers of the Board of Directors (Chair, Vice-Chair, and Treasurer) are in addition to any duties described above. Officers are elected by the Board at the first Board meeting after election of the new Board members by the general membership.

The RESNET Board receives no compensation for time spent serving on the Board of Directors. However, the Board may elect to cover some out-of-pocket expenses associated with RESNET related travel. Travel expenses above the level covered by RESNET are the responsibility of the Board member.