

Michigan Section – American Water Works Association

Trustee

Role and Responsibilities

A trustee of the MI-AWWA Board provides strategic direction that supports the vision of the Section. As a Council liaison, a trustee also provides guidance, acts as a resource, and is a conduit of communication between the Board and the Councils.

Appointment and Term

A trustee is elected by the MI-AWWA membership for a 3-year term. The term begins and ends at the MI-AWWA Annual Business Meeting, typically held at the Annual Conference and Exhibition.

Duties and Responsibilities

Board

- Participate in strategic and fiduciary decision making
- Review and become familiar with Section bylaws and other governing documents, policies and guidelines, and strategic plan
- Provide active communication between the Board and the Council
- Provide a Council update at each Board meeting
- Participate in the Executive Director's performance review
- Encourage Section membership

Council

- Act as liaison to a Council, as assigned by the Section Chair
- Participate in Council meetings and activities in an advisory role, but not as a voting member
- Provide active communication between the Council and the Board
- Send Council meeting minutes to Section staff for recording
- Actively recruit volunteers for Council participation
- Committees and Task Forces
- Provide direction and leadership on committee and task force annual goals, objectives, activities and budget
- Monitor committee and effectiveness and performance
- Actively recruit committee and task force chairs for recommendation to the MI-AWWA Board

Meetings

- Attend all meetings of the Section Board. These typically include:
 - Full day meetings twice per year
 - Two overnight meetings per year
 - Summer – at location of following year's Mi-ACE (expenses covered by Section)
 - Fall – day before opening of Mi-ACE
 - Meeting held at the close of Mi-ACE
 - One conference call per year
- Attend and present the Section Update for at least one Regional Meeting per year
- Attend MI-AWWA Annual Conference and Exhibition
- Attend Joint Expo
- Attend MI-AWWA Annual Leadership Retreat

Communications

- Directly interface with Council leadership providing guidance, direction and a conduit for information flow to and from the MI-AWWA Board, as well as between Councils

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