

Board of Directors Transition Responsibilities and "To Dos" Presenter Addendums:

1. The RRCA should always have the club's current list of board of directors. The To Do is to update this information in the club's profile on line (RRCA website).
2. If joining the board for the first time, try to attend at least one meeting prior to getting on the board and read the minutes from the last several meetings.
3. Hold a new board member orientation (cover things such as meeting structure and conduct - e.g. if you use Robert's Rules of Orders explain that, distribute by-laws and other important club documents, etc.).
4. Once on the board, immediately determine what longer term things need to be handled promptly. Examples: our club transitions the board in early July. An immediate action item is to book a Holiday Party venue if not already done. If your club transitions in March and you host a Thanksgiving Day race and you don't already have a RD in place, you probably need to make that a top priority.
5. The last thing is a do NOT do and that is don't stop making decisions and being responsible because your term is coming to an end. I see this happen often with the best of intentions. The outgoing board thinks they're being respectful by putting off decisions that the next board will have to "live with". In reality, they've put the new board behind the eight ball and are forcing them to make decisions quickly and sometimes without the information needed to make the best decision. Again,, using my club as the example: if the board has put off making a decision on the Holiday Party (in June), the new board is elected in July, the party gets brought up in August. Decision making probably doesn't happen until September. And by September there's no venues left. Now, the party is canceled.