



All About ASK Resource Center Board Membership: Inquiring Minds Want to Know!

Question: How long is a board member's term?

Answer: *A board member's term is not limited at this time.*

Question: What are the qualifications of board membership?

Answer: *The most important quality is to share a passion for ASK's mission to assist families of children with disabilities. Also, at least 60% of ASK's board members must be families of children with disabilities. We also appreciate a range of skills represented on the board, such as legal, financial, marketing, and special education expertise.*

Question: What is the time commitment involved?

Answer: *The board meets every other month, and alternates between in-person meetings at the ASK Resource Center in Des Moines and telephone conference calls. The meetings are typically held on the first Thursday of the month and last from 5:30 - 7:00. A light meal is served before the board meetings that occur at the ASK Resource Center.*

Question: What are your expectations of board members?

Answer: *Board members should care passionately about meeting the needs of children and youth with disabilities. Attendance at board meetings, an annual retreat, and development activities is also desired. A commitment to represent the mission of ASK in the community and to help with marketing and fundraising are also needed. The board is also responsible for advising the Executive Director, financial oversight and evaluating the performance of the Executive Director.*

Question: How much travel is involved?

Answer: *With the exception of three meetings in Des Moines per year, the annual board retreat and occasional conferences, travel is very limited.*

Question: Are board members paid for their services, or reimbursed for expenses?

Answer: *Board members are not paid for their services, but ASK does reimburse board members for expenses associated with serving on the board, such as meals, mileage and hotel (where necessary).*

Question: What happens if I cannot make a meeting? (quorum...)

Answer: *In order to accomplish official business of the board, there must be a quorum to pass a motion. If there is not a quorum at the meeting, the board may meet and discuss agenda items, but decisions must wait until there is a quorum.*

Question: What are the benefits of board membership?

Answer: Knowing you are contributing to the work of ASK in serving the parents of 73,000 Iowa children and youth on IFSPs or IEPs, and helping each child reach his or her full potential!

ASK's Mission:

All Iowans with special needs will have access to the support and services they require

ASK's Vision:

Access for All

ASK's Purpose:

ASK provides opportunities for collaboration and coordination among visionary organizations and projects dedicated to Excellence

ASK RESOURCE CENTER, INC.
MEMBER - BOARD OF DIRECTORS
Position Description

I. Objective:

- A. To contribute to defining ASK's mission and the fulfillment of that mission.
- B. To participate in the development of the goals, policies, and procedures that govern ASK and provide oversight to ensure the established goals, policies, and procedures of ASK are followed.
- C. To manage the business and affairs of the Corporation as stated in the ASK by-laws

II. Qualifications

- A. Must have a demonstrated interest in the Mission, Vision and Goals of ASK
- B. Total composition of Board members must include a simple majority of persons who have a family member with a disability and/or persons who are individuals with a disability.

III. Responsibilities

A. Administrative

- 1. Participate in Board orientation; understand and sign Board Commitment agreement
- 2. Attend meetings of the Board of Directors, as stated in ASK's by-laws
- 3. Participate in the annual Board retreat/strategic planning sessions
- 4. Participate in budget development process with Executive Director and project staff
- 5. Ensure effective organizational practices
- 6. Participate in ASK fundraising activities and ensure availability of adequate resources to carry out the goals of ASK
- 7. Provide oversight to ensure resources are managed effectively
- 8. Determine and monitor the organizations project's and services
- 9. Enhance the organization's public image
- 10. Serve as a court of appeal to resolve conflicts as necessary
- 11. Participate in Board self-evaluations
- 12. Participate in selection of the ASK Executive Director (ED) and in annual performance review of ED

B. Committee Membership

Participate in voluntary committees and workgroups as necessary or as assigned by Board President.

C. Other

- 1. Act as advocate for the individuals and families served by ASK Projects and program
- 2. Participate in ASK community awareness and fundraising event

**ASK Resource Center
Board Membership Interest Applications**

Name

Address:

Other Contact information:

Home:

Work:

Cell:

Fax

email

What ethnic or cultural group do you identify yourself with?

African American; Asian; Caucasian; Latino' Native American; Other
(ASK seeks to maintain a culturally diverse Board representation)

Why do you want to be a member of the ASK Resource Center, Inc. Board of Directors?

What skills or areas of expertise do you feel you would bring to the board?

Please describe any different boards or committees you have served on.

Is there any reason, known to you, why you might not be able to participate consistently on the board? (Board terms are three- year commitments)

No Yes (If yes, please explain)

Please check all areas that you feel you represent or have expertise in:

Parent/Family

Child with disability

Family Member of Adult with disability

Person with disability

Finance

Legal

Fundraising

Human Services

Provider

Political/ Public Policy/ Advocacy

Education/ Vocational

Medical

Other

**For further information Contact: Susan E. Myers, Executive Director
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