

5.1 Expectations of Club Council Members

General Expectations for all Council Members include:

1. Act only in the best interests of the organisation

- a. Support the aims and objectives of Boundless by CSMA of providing Member Benefit.
- b. Put the organisation's interest ahead of personal opinion.
- c. Act together with Council for the overall benefit of the members.
- d. Be objective, honest and behave with integrity.

2. Attend and contribute to all Council meetings

- a. Attend meetings regularly.
- b. Bring to meetings the views, concerns, and requests of your respective committee or area of activity.
- c. Inform the Committee Chair if unable to attend a meeting and where possible ask a member of your committee or discipline to attend in your place.
- d. Provide feedback to the chairman on any agenda item if you are unable to attend.
- e. Prepare a report when requested using an agreed template.
- f. Prepare for meetings by reviewing the meeting agenda and applicable documents.
- g. Participate actively in the meeting.
- h. Review the draft meeting minutes.
- i. Complete action items as identified at the meeting.

3. Decision Making

- a. Contribute to discussions and be actively involved in decision making
- b. Use specific skills, knowledge, or experience to contribute to sound decision-making.
- c. Make decisions jointly with other committee members with the use of papers provided prior to the meetings to give full information where appropriate.
- d. Abide by decisions taken and implement as appropriate, including those taken at meetings you may not have been able to attend.

- e. Council members cannot make or take action alone, unless delegated to do so.

4. Communication

- a. Report back on decisions and reasons to your committee/group.
- b. Ask your committee if they have any issues they wish to be discussed at Council

5. Ambassadorial Duties

- a. Be prepared to attend events of a discipline other than your own to meet with volunteers and members in an ambassadorial capacity.
- b. Arrange to attend at least one meeting or activity per year of a different committee to your own and liaise with the Club Council representative to provide feedback to the Council.