

## Duties of the Director At Large

It is the duty of the Director At Large to perform such duties as may be specified by the President or the Board of Directors.

### **The Director At Large Shall:**

1. Represent the entire membership.
2. When evaluating a position on the board, remember that the Board of Directors is responsible to all members and must place the welfare of the total association ahead of other considerations.
3. Express viewpoints and share opinions.
4. Consider the needs and feelings of others, and face the issues and facts.
5. Remember importance attached to remarks made on, and off, the record.
6. Remember that discretion protects credibility, and discourage rumors, gossip, and criticism.
7. Must be familiar with antitrust laws, professional standards, and association bylaws.
8. Must be active member. Attendance at association functions facilitates a steady flow of communication with membership.
9. Be conscious of potential for lengthy Board of Directors meetings and try to keep the meetings moving.
10. Serve as a member of the Executive Committee.
11. Serve as a Director of the North Dakota Association of REALTORS®.

The Director At Large will serve as the Director In Charge for the Membership Services Committee, Professional Standards Committee, Technology Committee, and REALTOR® of the Year Committee.

### **National Level:**

The Director at Large is requested to attend meetings that leadership of NDAR is attending if open. In addition to this, the Director at Large is requested to serve on a NAR Committee.

The President-Elect will be encouraged to attend all National meetings during the term of office – Mid-Year Meetings and Annual Convention; as well as any special called meetings.

### **Financial Assistance from NDAR:**

- Up to \$150 for each NDAR Board of Directors meetings held in a location other than your own Local Board.
- Up to \$1,000 to attend Midyear Meetings in Washington DC
- Up to \$1,000 to attend National Convention in November

### **Expense Policy:**

Accounting for expenses must be submitted on a prescribed form available from staff. A written report must be submitted to NDAR within 30 days of travel.