



**ALBANY
DOWNTOWN
ASSOCIATION**

Albany Downtown Association

Board of Directors Application

We are pleased to hear of your interest in serving on the ADA Board of Directors. Complete this questionnaire and return it to the ADA office.

Preferred Contact Information:

Name: _____ Email: _____

Daytime phone: _____ Text # if different: _____

Address: _____

Company/Organization: _____

Title: _____ Years in Albany Area: _____

Community and/or Professional Activities: _____

Downtown Interests: _____

Background: _____

I have read the Board By-Laws, and I understand and pledge to abide by the expectations of Board members as stated on the reverse side of this questionnaire.

Signature

Date

The Board of Directors of the Albany Downtown Association determines policies and sets goals aimed at promoting, protecting and serving its members, the business community and improving the economic wellbeing of the downtown area. The Board By-Laws govern the Board's roles and responsibilities. The Board:

- Authorizes the ADA's annual goals and programs of work.
- Approves the ADA's annual budget.
- Directs and engages committees to implement work programs.
- Hears and acts on committee recommendations.
- Adopts statements of position on issues of importance to ADA.
- Determines the long term "vision" and agenda for ADA.

The ADA Board is made up of individuals representing different businesses and interests within the ADA membership. However, individual Board members do not represent any particular business or interest while serving on the Board. The Board, as a governing body, as well as the individuals who make up the Board, represents the members of the ADA and the organization as a whole.

Board members must work together with professional staff to develop a program of work that gives the downtown area the greatest opportunity for growth and prosperity.

It is the duty of Board members to see that:

- ADA members are regularly informed of ADA news, events, opportunities, and decisions.
- ADA members are encouraged to participate in ADA committees and activities.
- ADA committees are given appropriate responsibilities and challenges.
- ADA accomplishes its goals.
- ADA is adequately financed.

All Board members should take an active interest in the organization and participate in ADA committees. Board members are expected to attend ADA's annual meeting and other events. A Board member must attend at least 75% of regularly scheduled Board meetings and actively participate in at least one committee.

A member of the Board is someone who is:

- Active and involved in ADA and understands and supports its goals and objectives.
- Respected as an organizer, leader or decision maker.
- Committed to actively attending ADA meetings, programs, events and activities.
- Balances the makeup of the Board to reflect the total ADA membership.

Board members should not only recognize the democratic character of the organization but also believe strongly in voluntary, cooperative effort in solving problems.

Board members should respect the collective judgment of the membership and should recognize the unique decision-making and problem-solving powers that are created when these people are mobilized for action.

Board members pledge to:

- Respect other Board members or their opinions, in or out of the boardroom.
- Promote the common good for ADA members.
- Maintain confidentiality on certain matters outside of the boardroom.
- Respect the duties of the Board president regarding the president's authority with staff.