



## EECERA Summary of Trustees Annual and Triennial Tasks

### **Annually:**

1. Attend two Board of Trustee meetings in Spring and at Conference and attend the Members' AGM every year
2. At these meetings, oversee running of Association including its financial and ethical probity
3. Give annual written report on own activities to Spring Board meeting
4. Respond to agreed actions approved by the Board and circulated within the Minutes of the Board's proceedings
5. Agree to be member of a Conference Scientific Committee when asked by the President
6. Assist in recruiting possible Conference hosts
7. Sit on Editorial Board and support the work of the Coordinating Editor
8. Promote the Association whenever and wherever possible
9. Recruit and monitor a group of Country Coordinators
10. Recruit individual membership
11. Pay membership fee and attend Annual Conference

### **Every three years:**

1. Monitor procedures for the election of the President and cast vote
2. Monitor procedures for the election of Coordinating Editor and cast vote
3. Monitor procedures for the election of Coordinating Editor and cast vote

Constitution states that a Trustee may be voted off the Board by majority agreement of the Trustees in closed ballot.