

The affairs of the Canadian Home Care Association (CHCA) shall be managed by a Board of Directors, each of whom at the time of his/her election or appointment and throughout his/her term of office, shall be a member in good standing of the Association. The Board of Directors of the Association shall be made up of a minimum of ten (10) and a maximum of fifteen (15) elected Directors, the current President, the immediate Past President, and the Executive Director (non-voting) of the Association.

### REPRESENTATION OF THE CHCA MEMBERSHIP

Directors represent the CHCA membership from their region. When representing the CHCA, a Director must consistently support the Association's positions and policies which have been agreed upon by the Board of Directors, regardless of personal views or the opinions of an individual's organization or profession.

### SELECTION OF BOARD MEMBERS

Provincial/sector representatives are elected by the membership within their respective regions. An election process is managed through the national office in accordance with the bi-law. Territory representatives are appointed by the jurisdiction (rather than voted by the membership).

### COMPENSATION

There is no personal compensation for participating on the Board of Directors. Travel costs are reimbursed for expenses to attend board meetings and other CHCA events.

### DURATION

The term of office for all directors is two (2) years, renewable to a maximum of four (4) consecutive years.

### ROLES AND RESPONSIBILITIES

As a governing board, members are responsible for the highest level of decision-making and legal authority in an organization. The board articulates and communicates the organization's vision to the membership and the community. As a governing board, members are responsible for the CHCA's:

- **PURPOSE:** establishing and implementing the organization's mission and vision
- **CONTINUITY:** providing oversight of the organization's affairs
- **PROGRESS:** articulating strategic directions and evaluating progress and achievements
- **IDENTITY:** facilitating member and community support and recognition of the organization's objects, beliefs, vision, mission, and strategic directions.

### PRINCIPLES OF GOVERNANCE

To ensure effective governance, the board adheres to the following principles:

- Articulates and communicates the vision of the organization
- Focuses on strategic planning and direction
- Focuses on the whole organization, rather than on issues of interest to individuals
- Is a corporate body, with board members working together as a whole
- Speaks with one voice
- Is responsible for its own management through self-governance
- Avoids making management and operational decisions

### FUNCTIONS

The main function of the board is governance. The board carries out this function by establishing, directing, and influencing the following:

- Vision and mission statements
- Organizational value(s) and belief statement(s)
- Strategic directions and plan
- Evaluating progress and achievements
- Policymaking and by-law revisions (if required)
- Governing style to be used by the board
- The process for the Annual General Meeting
- The CEO's contract, accountabilities and relationship with the board