

Section V 1

Toastmasters International
ORGANIZATION GUIDES

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INTRODUCTORY GUIDE FOR BOARD OF DIRECTORS

The Board of Directors of Toastmasters International is the body elected by Toastmasters Clubs to exercise the powers, control the property and conduct the affairs of the corporation. The Board's specific duties are outlined in Article V, Section 4, of The Bylaws of Toastmasters International.

The Board, in turn, appoints an Executive Director as the corporation's manager to administer its clerical and fiscal affairs and to supervise the World Headquarters of the organization and its staff personnel. From the Board the Executive Director receives the guidance and authority to implement the directions, programs, procedures and policies established and adopted by the Board. The specific duties and authorities of the Executive Director are outlined in Organization Guide Section V5 of this section.

The Board of Directors as a body, not the individual members of the Board, has the authority to direct and control the operations of Toastmasters International.

As a Board member, and as a member of a Committee of the Board, the individual Officer and Director has a great opportunity to realize and fulfill the desire to serve Toastmasters International, its clubs and members. Much of the work which goes into Board actions takes place first in committee sessions where individual members participate in study, discussions, and in the drafting of reports, recommended procedures and policies for submission to the full Board for consideration and action.

An effort is made by the President to place members on the Committee of their first preference, but this may not always be feasible. The functions of each Committee of the Board will be found in this section.

Committees receive subjects for their agendas from several sources: the President, the Executive Director, other Committees, or members may propose items for consideration. Also, items may originate within each Committee. From all suggestions and referrals, the final agenda for each Committee is developed by World Headquarters providing background information and materials on each agenda item for the Committee's study or review.

All Board members are encouraged to offer suggestions for agenda items and to express their views on any Committee's assignments before and at each Board meeting. Copies of any correspondence on Board and Committee matters should be sent to the President and to the Executive Director so that each will be kept informed of Board members' views and will be able to answer any questions or provide any information on the specific matter.

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Board meetings are conducted in accordance with the Procedural Rules outlined in Policies and Procedures VI A 7. In all deliberations, each Board member has the opportunity to present opinions and views on any and all matters, and once the Board has taken action on a matter, it is the obligation of each Board member to support that decision in all contacts outside the Board.

Board members must be willing to consider matters objectively, realizing that their actions and the Board's actions must always be in the best interests and for the benefit of all members, clubs and districts in Toastmasters International.

Another of the Board member's most valued functions is to serve as a representative of Toastmasters International to the membership and to the public. Performance in this capacity can serve to motivate club members and district leaders and to enhance the public image of Toastmasters International. Board members are always "on stage" as exemplars of the experience available through involvement in the communication and leadership program offered by Toastmasters International from the club to the Board of Directors. Fellow Board members and the World Headquarters staff provide support in helping to create and to sustain this important role in the organization.

Reference: Bylaws of Toastmasters International, Article V, Section 4
Organization Guide V 5
Policies and Procedures VI A 7