#### **Board Members**

The protection of the public health and welfare is the primary responsibility of a Board of Oriental Medicine. Its authority is based upon the statutes and regulations and the Board members carrying out their duties and responsibilities.

### **President:**

- 1. Determines Agenda with ED;
- 2. Answers questions from ED;
- 3. Conducts Board meetings.

### **Vice President:**

- 1. Assists President;
- 2. Carries out the duties of the President in the event that the President is unable to fulfill them.

# Treasurer/Secretary:

- 1. Reviews financial accounts;
- 2. Reviews expenses;
- 3. Signs checks;
- 4. Reviews minutes;
- 5. Oversees archiving.

## **Board Members in general:**

- 1. Strong familiarity with applicable statutes and regulations;
- 2. Suggests topics for the Agenda;
- 3. Reviews materials for Board meetings;
- 4. Attends and votes in Board meetings;
- 5. Voice any possible conflicts and abstain from voting if applicable;
- 6. May make suggestions on items to improve the Board;
- 7. May sit on specific committees for special projects.