

Minnesota Ice Arena Managers Association (MIAMA) Board of Directors Duties

Board Meetings

- Board of Directors (BOD) Meetings are held 5 times per year.

Meeting dates are normally:

1. 1st Wednesday in October.
2. 1st Wednesday in February,
3. Evening before the Spring Workshop (normally in May),
4. 2nd Wednesday in July,
5. Tuesday evening before the Fall Conference (normally in September),

Lunch provided at the October, February and July board meetings.

Dinner & lodging provided the evening prior to a meeting only if applicable.

ALL other fees apply.

Examples of all other fees: Fall Conference/Spring Workshop registration fees, Fall Conference meals and Fall Conference lodging unless voted on annually to waive any of the registration fees by the Board of Directors.

- Meeting location is normally rotated around the board member facilities for the February, July & October Board Meetings. For the Spring Workshop and Fall Conference the meeting will be on/near location of workshop/conference.
- Time of meetings is traditionally 9:30am – 2:00pm for the February, July & October board meetings. Time of meeting for the Spring Workshop & Fall Conference varies per year.
- Regular attendees include: President, Vice-President, Past President, Administrative Assistant, Treasurer, Communications Director, Secretary, Minnesota Hockey Representative, IT Administrator, Alumni Director Emeritus along with voted in board members at large along with a vendor member.
- Attendance is mandatory. It is recognized, however, that there are occasions where business and/or family commitments conflict with the board meetings. If you are unable to attend a meeting, updates must be provided to the president, secretary or a committee member to share on your behalf.
- Committee meetings. Each committee will have its own cadence for meetings and the need for meetings will fluctuate throughout the year. Holding and attending committee meetings will be key for the board to operate effectively and efficiently.
- MIAMA Board of Directors are expected to act responsibly at all times as a representative of MIAMA as well as your facility.

Structure/Governing Rules

- The MIAMA Board of Directors is structured and governed as directed by the MIAMA by-laws.
- Roberts Rules of Order govern and control the conduct of all MIAMA Board of Director meetings.

Goals

- Provide educational opportunities for our membership
- Board of Directors
 - Board Members focus on planning and leading. Utilize membership volunteers.
 - Commitment to Committees.
 - Efficient Board of Director Meetings
 - Give your full attention at meetings and avoid sidebar conversations.
 - Take each motion seriously and understand what you are voting on
 - Actively participate in board meetings.
 - Discuss and debate topics at committee meetings and bring proposals to the BOD.
 - Committee proposals should be sent to president and secretary at least 3 days prior to meeting.
 - If there is a topic that you feel may invoke or require discussion, submit to the president and/or secretary prior to the meeting. The question will be distributed to the appropriate committee or full board so discussion can occur ahead of time.

Reimbursements – approved annually at the October board meeting.

2019-2020 Reimbursements

- Mileage @ \$.50/mile
- Lodging & Meals if travel more than 150 miles one way.
 - a. 1 night lodging @ reasonable rate
 - b. Maximum \$32 for all meals, no alcohol.

Some Areas of Focus for 2019/20

TBD