

Being an Effective Board or Commission Member

- **Regular attendance essential.**
- **Come to meetings on time, prepared, and ready to participate.**
- **Don't be afraid to ask questions.**
- **Ask staff for a thorough orientation if one is not offered.**
- **Participate and share your views.**
- **Remember, you serve in the public, not personal interests.**
- **Authority to act is granted to the board, not individual members.**
- **Think and work as a body, not as an individual.**
- **The board chair speaks for the board or commission**
- **Work as a group, respect other views and be ready and willing to compromise.**
- **Your job is to set policy, regulate or advise the Governor not manage the agency.**
- **Understand and follow the state ethics laws.**
- **Follow state travel and financial guidelines.**
- **If ever in doubt about ethical issues, ask.**
- **Be committed to openness in government and stand up for open records and open meetings.**
- **As a board or commission member you are a representative of the governor.**