

### 7. What are the duties for each executive position?

The executive terms are elected annually for one year. The elections are at the directors meeting immediately following the AGM. At least 2 of these 3 people have signing authority on the PRFSA General and Research Accounts at the bank.

**President's duties** include taking leadership for PRFSA, chairing the AGM in March and the directors meetings over the year, consulting with coordinator to develop agendas for these meetings, responding to correspondence and issues in front of the board, setting up working groups or committees when issues require more effort to resolve.

**Vice President's duties** include chairing any meetings that the president is unable to. It is understood that the Vice President will be mentored by the President and be prepared to step into that role, when the President is ready to step down.

**Treasurer's duties** include receiving, depositing and disbursing all monies of the association (i.e. responsible for all General and Research accounts). The treasurer is responsible for keeping (or hiring someone to keep) all financial records and reporting to directors, funding agencies and general membership as required.

### 8. Is there reimbursement for expenses incurred to travel to meetings?

As of a resolution approved at the 2006 AGM, all directors are reimbursed for their travel and time at all directors meetings or conference calls. They are also reimbursed for time and travel spent on working groups and committees, with board approval.

### 9. Is there travel outside the area or any in service training provided?

Currently, there is training on governance available once a year through the Alberta Marketing Council, usually in Central Alberta. This year PRFSA will host a governance workshop in the Peace Region. Directors are encouraged to take this training (with travel expenses covered).

### 10. What are the benefits of sitting on the PRFSA Board?

Current directors say they enjoy talking with farmers from other areas before, during and after board meetings. After sitting in board rooms together, they feel more comfortable calling researchers or seed trade reps. They enjoy the networking and the information exchange. This board is very diverse but a manageable size and very effective. The directors report that they enjoy working with the dedicated, engaged advisors and contractors.



# PEACE REGION FORAGE SEED ASSOCIATION

## Increase your Participation:

## Become a Forage Seed Director





## 10 Most Frequently Asked Questions About Becoming a Director for PRFSA

### 1. How many meetings are there? How much time does it take?

We meet every 4 to 6 weeks over the winter months (Oct to Apr), with quick conference calls in the summer months. The meetings usually are about 4 to 6 hr, including lunch. Conference calls are often 1 hr or less, incredibly focussed and usually over with first thing in the morning.

### 2. Where are the meetings usually?

Since directors must travel from all over both the AB and BC Peace, meetings alternate between the 2 provinces. Historically they have been in either Spirit River or Dawson Creek. However, lately we have alternated hosting some information gathering in conjunction with the business meeting at new locations.

### 3. How many are there on the board? How long are the terms?

There are 3 growers from AB and 3 growers from BC. There is also a seed trade rep on the board and advisors from Alberta Agriculture, BC Ministry of Agriculture and Ag Canada. Each term is for 3 years; each board member can stand for 2 consecutive terms in office (maximum 6 years). If possible, terms are staggered to provide continuity and expertise to the Board.

### 4. What are the duties and expectations of BC directors?

The 3 BC directors also act as the Advisory Committee to the BC Peace River Grain Industry Development Council to ensure the forage seed levy funds are allocated consistently with the PRFSA Board of Directors strategic priorities. One of the 3 BC directors is elected to Chair this Advisory Committee and have signing authority on the Forage Seed Levy Account. Historically at least one BC director has also served on the executive of PRFSA.

### 5. What are the duties and expectations of AB directors?

The 3 AB directors are also simultaneously elected to form the Alberta Peace Region Forage Seed Growers Commission. This ensures that the forage seed levy funds are allocated consistently with the PRFSA Board of Directors strategic priorities. One of the 3 AB directors is elected to Chair this Advisory Committee and have signing authority on the Forage Seed Levy Account. Historically at least one AB director has also served on the executive of PRFSA.

### 6. How does PRFSA fit with Alberta and BC commissions?

Here is a diagram that illustrates how these 3 entities interact and work together.

