

IBEX SKI CLUB
P.O. BOX 1542
PALATINE, ILLINOIS 60078

BOARD OF DIRECTORS POLICY #15

Transition Meetings

In order to promote understanding of Club operations and cooperation between the Board of Directors and the Executive Board, the Board of Directors shall convene a transition meeting of the Board of Directors and each newly elected Executive Board Member following the annual Club elections and before the beginning of the new fiscal year.

The transition meeting shall be open to current and incoming members of the respective Boards, as well as assistants of incoming Executive Board officers. The date, time and place for the meeting shall be established by the Board of Directors and mutually agreed upon by both incoming Boards. The Chairman of the Board of Directors shall send notification of the meeting to all current and newly elected Board members and their assistants. The Board of Directors shall prepare an official agenda for the meeting in advance, and it shall be included in the notification.

The current Chairman of the Board of Directors or his designated substitute Board of Directors member shall chair the transition meeting. The meeting agenda shall include, but need not be limited to the following:

1. Introduction of those in attendance
2. Review of the Ibex Constitution with special attention to:
 - A. Duties of Officers (Article III)
 - B. Voting of the Executive Board (Article IX)
 - C. Duties of the Board of Directors (Article XI)
3. Discussion of keeping and transferring of EB officers' records.
4. Club Policies
 - A. Review of all Board of Directors' official Club Policies which affect the Executive Board. (A summary shall be included in the minutes of the joint meeting.)
 - B. Discussion of Trip Policy with the EB review and input.
5. Transfer and sign over of Ibex capital equipment in the possession of the Executive Board. An inventory of the capital equipment items shall be reviewed.
6. A brief discussion of budget requirements as stated in the Ibex Constitution.
7. Review of all outstanding Club commitments, including:
 - A. Annual Ibex Picnic
 - B. Annual Ibex Banquet

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- C. Trip commitments to date
 - D. Activity commitments to date
 - E. CMSC Trip Seminar
8. Each Executive Board member shall review and post an updated job description. Job description documents are to be presented to the incoming Executive Board at or before the transition meeting.

Minutes of the transition meeting shall be kept by the Secretary of the Board of Directors and shall be promptly distributed to all meeting attendees.

Approved: November 30, 1983
Revised/Reaffirmed: November 11, 1992
Revised/Reaffirmed: April 8, 1998
Revised/Reaffirmed: March 13, 2002
Revised/Reaffirmed: April 27, 2003
Revised/Reaffirmed: March 9, 2006
Reaffirmed: June 12, 2008
Revised/Reaffirmed: February 3, 2015
Reaffirmed: March 18, 2019

Jean Bagel _____

Ed Fee _____

Ed Bendickson _____

Paula Hiller _____

Glen Chiechi _____

Joe Kelley _____

Pam Chiechi _____

Jan Vinopal _____

Lou DiFrancisco _____

Linda Wagner _____