

## **Note on the responsibilities of Board Members:**

The BBGV recognizes that Board Members are volunteer appointments and that they have full time jobs and employers and fully appreciates the contribution of the Board.

However, to help the support the secretariat and the Business centre and to maintain the sustainability of the organisation we feel that there should be some minimum contribution expected from Board Members.

The Board meets once a month and Board Members should try to attend as often as possible. Membership of the Board will be reviewed if 3 meetings are missed in a row,

The Secretariat and the Business Centre are supported by 6 working groups/committees:

- Membership
- Events
- Charity
- Finance
- HR
- Business Centre

These groups meet monthly and report into the Board and Board Members are expected to join and be active in at least one of these committees.

Monthly networking drinks are an opportunity to interact with our members and members expect to see Board Members present. It is therefore expected that Board Members will attend at least 4 networking events per year and there will be a roster to try to ensure a minimum of 3 members at each networking drinks in HCMC.

Kenneth M Atkinson  
Chairman