



## TERMS OF REFERENCE

<b>COMMITTEE</b>	<b>ECTS BOARD OF DIRECTORS</b>
CHAIR	President of ECTS
MEMBERSHIP	The ECTS Board will comprise the President, President-elect (if applicable), Past-President (if applicable), Treasurer, Secretary, and two additional Trustees
ELECTION PROCEDURES	A call for nominations will be sent to the membership in advance of the AGM mailing. Ballot forms to be sent with AGM papers, to be opened and counted at the AGM
CRITERIA FOR MEMBERSHIP	<ul style="list-style-type: none"> <li>- Member of ECTS</li> <li>- Track record in the field of calcium and bone metabolism, or other speciality as determined by the Board</li> <li>- Commitment to the aims of the Society</li> <li>- Relevant skills, experience and knowledge to perform required responsibilities</li> </ul>
ACCOUNTABILITY	ECTS Board members are accountable to ECTS members through the AGM
RESPONSIBILITIES	<p>The ECTS Board has the following responsibilities</p> <ul style="list-style-type: none"> <li>- Control the management and administration of ECTS</li> <li>- Ensure that all activities of the organisation are within the law, having particular regard for UK Charity and Company law, and within its aims and objectives</li> <li>- Develop and agree policies and strategic plans</li> <li>- Ensure the organisation has adequate resources and that these are effectively managed</li> <li>- Agree budgets and monitor financial performance</li> <li>- Review and manage risk</li> <li>- Provide leadership and direction for the organisation</li> <li>- Define accountabilities of individuals and Committees</li> <li>- The Board of ECTS also constitutes the Board of the Trading Company ECTS Events Ltd and will be responsible for the Trading Company issues</li> </ul>
BUDGET RESPONSIBILITIES	All final financial decisions are the responsibility of the ECTS Board
ENTITLEMENTS	<p>Administrative support expenses, payable to the relevant HEI (currently €3000 pa)</p> <p>All expenses relating to travel and accommodation when conducting ECTS business</p>
TERM OF OFFICE	Board members will be appointed by ballot at the AGM for a period of 3 years and can be re-appointed by ballot at the AGM following the completion of their term of office*

\*It is hoped that there will be sufficient nominations to enable Board members to step down at the end of two terms of office (6 years). This would not preclude past Board members from standing again for election to the Board at a subsequent AGM

NB: The Board will be provided with administrative support by the ECTS Executive Officer

Amended 17.07.06 following ECTS Board Meeting on 13.07.06