



**Policy Section 2: BOARD STRUCTURE AND RESPONSIBILITIES**

**Policy #: 2.1.1**

**Policy: General Duties of Individual Directors**

**Revision: Rev 2**

**Approval: July 07, 2021**

**1. Purpose:**

1.1 To provide a list of general duties of individual Flower Cart Directors.

**2. Definitions:**

**3. Detailed Policy Statement:**

**4. Implementation:**

4.1 The general duties of Individual Directors are as follows:

4.1.1 Carry out the duties of the Board of Directors – Board Policy 2.1.

4.1.2 Become a member of The Flower Cart Society.

4.1.3 Familiarize oneself with The Flower Cart By-Laws, Board Policies and Procedures.

4.1.4 Promote the vision and mission of The Flower Cart.

4.1.5 Participate in The Flower Cart strategic planning process and related projects.

4.1.6 Be prepared for Board meetings.

4.1.7 Attend Board meetings and the Annual General Meeting – see By-Law 4.8.

4.1.8 Contribute to the discussion of issues before the Board.

4.1.9 Represent The Flower Cart when requested.

4.1.10 Support The Flower Cart's special events.

4.1.11 Serve on committees.

4.1.12 Identify potential new Directors.

**5. Applicability:**

5.1 Board of Directors

**6. Policy Authority:**

6.1 Board of Directors

**7. Related Policies, Procedures and Documents:**

7.1 Policy 2.1 – General Duties of the Board of Directors

7.2 The Flower Cart By-Laws

7.3 The Flower Cart Risk Management Plan

**8. Record of Amendments:**

<b>Revision #</b>	<b>Summary of Revision</b>	<b>Date Approved</b>
Rev 0	Original Issue	March 27, 2007
Rev 1	Revised	March 28, 2017
Rev 2	Reviewed and Updated	July 07, 2021