



2018 APICS Board of Directors Position Descriptions

Board members are a team of industry leaders who are nominated and elected to serve. These professionals provide industry insight, guidance, and recommendations as they work to further the advancement of the supply chain and operations management community.

Board Member Role and Responsibilities:

- Set Vision
- Review/Provide Input/Approve Strategic Plan
- Fiduciary responsibility for organization's assets
- Represent the best interests of APICS
- Active engagement/participation

Board Member Qualifications:

All board members:

- Must be APICS members before serving on the Board.
- Must affirm APICS' statement of General Purposes and abide in all respects with corporate policies and must characterize personal commitment to the values of APICS.
- Are restricted from holding any elected or appointed position with a partner, or any position that would create an inherent conflict of interest during their tenure on the Board of Directors.

Specific Qualifications and Terms:

APICS Directors

- Preferred characteristics include: Strong Critical Thinker, Strategic Perspective, Thought Leader and Communicator.
- APICS director term of office is three years and begins January 1.

APICS Chair-Elect

- All prospective officers must have been directors on the APICS Board within the past five (5) years.
- Candidates for Chair-Elect may not have held that office previously.
- During the absence or disability of the Chair, the Chair-Elect will exercise all the functions of the Chair.
- The Chair-Elect will have such powers and discharge such duties as may be assigned to him or her from time to time by the Board.
- The Chair-Elect will automatically succeed to the office of Chair of the Board on January 1 of the following year.
- The Chair of the Board will be the principal elected officer of APICS, and subject to the control of the Board and will preside at all meetings of the Board.
- The term of office for Chair-Elect is one year and begins January 1.

APICS Treasurer-Secretary

- All prospective officers must have been directors on the APICS Board within the past five (5) years.
- Candidates for Treasurer-Secretary may not have held that office previously.
- The Treasurer-Secretary shall have governance oversight of the financial books of APICS; authenticate records of the corporation; and in general, discharge all duties incident to the office of Treasurer-Secretary, and such other duties as may be assigned by the Board.
- The term of office for Treasurer-Secretary is one year and begins January 1.



2018 APICS Board of Directors Calendar:

Please note that attendance at Board meetings and orientations are critical. (2018 Board meeting dates are tentative and subject to change).

Day	Date	Meeting	Location	Time Commitment
2017				
Thursday	August 17, 2017	2018 New Board Member Webinar	Webinar	2 hours
Thursday	August 24, 2017	2018 New Board Member Orientation	Chicago, IL	Full-day
Friday	October 13, 2017	APICS Board Meeting	San Antonio, TX	Full-day
Saturday	October 14, 2017	Pre-Conference Leadership Summit (Afternoon)	San Antonio, TX	Full-day
Sun-Tues	October 15-17, 2017	APICS 2017 International Conference	San Antonio, TX	3 Full-days
Fri-Sat	December 8-9, 2017	APICS Board Meetings	San Diego, CA	2 Full days
2018				
TBD	January TBD, 2018	ASAE Exceptional Boards Conf	TBD	2 Full-days
Friday	April 27, 2018	APICS Board Meeting	Chicago, IL	Full-day
Friday	July 27, 2018	APICS Board Meeting	Chicago, IL	Full-day
Friday	September 28, 2018	APICS Board Meeting	Chicago, IL	Full-day
Saturday	September 29, 2018	Pre-Conference Leadership Summit (afternoon)	Chicago, IL	Full-day
Sun-Tues	Sept 30 – Oct 2, 2018	APICS 2018 International Conference	Chicago, IL	3 Full-days
Fri-Sat	December 7-8, 2018	APICS Board Meetings	TBD	2 Full days