

ELIGIBILITY AND DUTIES OF BOARD OF DIRECTORS

Section 9.02: Eligibility for BOD

- 9.02.1** Except the Youth President, any Voting member of ISCN, who has been a Voting member for at least the last two (2) consecutive years and has served for at least one (1) continuous year on one or more committees formed by the BOD, and meets all requirements specified in this Section 9.02 will be eligible to be nominated for election to the BOD.
- 9.02.2** A candidate for BOD must have served at least one (1) continuous year on one or more committees formed by the BOD, and may not have more than one (1) year of non-residency, noticed pursuant to Section 5.02.5, within the prior two (2) years.
- 9.02.3** The spouse or child of a BOD member is not eligible for election or appointment to the BOD. Only one member of an immediate family (related by marriage or parentage) shall be eligible for nomination.
- 9.02.4** No Voting member who is an officer, director, employee or owner of any entity that has a tenant-landlord relationship with ISCN shall be nominated as a candidate for election to the BOD.
- 9.02.5** No Voting member is eligible to be a member of the BOD if he or she is affiliated with any entity that is in conflict with ISCN's Vision, Mission and Goal, Creed and Resources as stated in Article II above. Such a determination is solely within the discretion of the BOD.
- 9.02.6** No employee of ISCN (defined solely for the purposes of this Section 9.02 as employed by ISCN for more than twenty-four (24) hours per week on a regular basis) shall be eligible for election or appointment as a member of the BOD. In order to be eligible for election or appointment to the BOD, a former employee must have ceased employment with ISCN for at least one (1) year prior to such election or appointment.
- 9.02.7** Any BOD member, who becomes a full-time employee of the ISCN or of any constituent institution of the ISCN, shall be deemed thereupon to have resigned, effective immediately, from the BOD. The incumbent BOD member's immediate family members, their spouses and their children shall not be eligible to run for the BOD positions.
- 9.02.8** Any BOD member, who has served two (2) complete two-year terms consecutively as a member of the BOD, shall be ineligible for election or appointment to the BOT, BOD or the BOE for a period of at least one year.

Section 9.16: Duties of the BOD

- 9.16.1** The BOD shall defend, uphold and promote ISCN's Vision, Mission and Goal, Creed and Resources as stated in Article II.
- 9.16.2** The BOD shall hold a joint meeting with the BOT and BOE within thirty (30) days after the election to discuss and develop the goals for the BOD to achieve during its term.

- 9.16.3** The BOD shall direct ISCN's business and activities, and shall exercise all of ISCN's powers except those reserved to members by law or by these Bylaws.
- 9.16.4** The BOD shall collectively administer the affairs of ISCN in all things, and make or cause to be made for ISCN, in its name, any level of contract into which ISCN may lawfully enter.
- 9.16.5** The BOD shall have the power to authorize expenditures on behalf of ISCN for furthering the objectives of ISCN.
- 9.16.6** The BOD shall authorize the President, in the absence of the Treasurer, for writing disbursement checks on behalf of ISCN.
- 9.16.7** A simple majority of the BOD shall give the Treasurer temporary authority, in the absence of the President, for writing disbursement checks on behalf of ISCN for amounts exceeding \$5,000.00. Such Authorization shall not exceed the total amount of \$25,000.00 in any 30-day period.
- 9.16.8** The BOD shall take such steps as they may deem fit to enable ISCN to acquire, accept, solicit or receive legacies, gifts, grants, settlements and or donations of any kind whatsoever for the purpose of furthering the objectives of ISCN.
- 9.16.9** The BOD may provide for the creation of Committees to advance the work of ISCN. Such committees shall always be subject to the final approval and authorization by the BOD.
- 9.16.10** The BOD shall have the power to remove or re-assign the Chairpersons of the committees as deemed necessary.
- 9.16.11** The BOD may appoint individuals or engage employees as it shall deem necessary from time to time and such appointed persons shall have authority as prescribed by the BOD at the time of such appointment.
- 9.16.12** The BOD shall install and maintain an adequate system of accounting and records and perform periodic internal audits. At least once in three (3) years the BOD shall hire a competent and disinterested certified public auditor or accountant to audit ISCN's books and accounts. The audit must be reported in writing and must be presented to the General Body.
- 9.16.13** The BOD shall approve all agreements involving real estate or material transactions involving personal property prior to being construed as binding on ISCN. The BOT shall affirm all such material transactions.
- 9.16.14** The BOD shall permit members of GB to add agenda items to the BOD Meetings provided the Secretary is given notice of such inclusion at least twenty-one (21) days prior to the BOD Meeting.
- 9.16.15** The BOD meetings shall be open to the GB members to attend as silent, non-voting observers but shall be requested to leave the BOD meeting when executive and sensitive issues are being deliberated and decided upon in closed session.

I have read the eligibility and duties of Board of Directors of ISCN. Inshallah, if elected, I pledge to fulfill the duties and responsibilities of BOD entrusted to me, to support its programs and services and to abide by ISCN's Bylaws.

Name (please print).....

Signature.....

Date.....