

ICE Board of Directors–Fact Sheet

Purpose:	This form provides basic information of what ICE requires from board members. If you or your employer have doubts about your ability to commit the required time, meeting schedule, expenses or other requirements, please advise the recruitment committee before submitting your name for consideration.
Term of Office:	2 years. Elected at the fall board meeting. Directors may serve a maximum of 6 years. Directors may be appointed by the Board to fill vacancies until the next fall board meeting
Time Requirements:	We require a time commitment of approximately 90 hours per year, or an average of 7.5 hours per month for board meetings, committee meetings, conference attendance, and correspondence, including preparation time. We do most of our work in meetings. We cannot achieve our goals or meet deadlines without full participation from members.
Board Meetings:	The full board meets via conference calls at least 10 times per year, usually on the third Tuesday of each month, from 11:00 am to 12:00 pm.
Committee Meetings:	Each committee sets their own meeting schedule based on the members schedule to accomplish certain tasks by established deadlines. Attendance is essential for the committees to do their work.
Other Time Requirements:	<p>Fall board meeting: Held in October on the Sunday before the conference at the conference location.</p> <p>Strategic Planning: Held in February starting with dinner Monday night and ends with dinner on Wednesday night. We intend to hold future meetings at the hotel hosting our next conference. This annual two-day retreat updates our strategic plan, sets the budget and goals for the year and reviews the conference feedback and considers changes. We also review our mission/ vision/values statement.</p>
Expenses:	ICE pays for all committee meal expenses at the February board meeting. Board members are expected to attend the conference along with the fall and spring board meetings and pay their own registration, travel and hotel expenses.
Selection Process:	Board members and staff identify prospective board members. These are individuals who have demonstrated leadership and commitment to values shared by ICE. Prospects who can commit to the requirements outlined in this document will be interviewed by the membership committee. On recommendation of membership committee, the candidate's name is placed on the slate for election at the next fall board meeting. If the recruitment is to fill a vacancy on the board, the candidate may be appointed by the board to serve what remains of the term.

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Approach to Governance:	Briefly stated, we believe that the board's role is to ensure ICE establishes and maintains the trust of the membership with a clear mission, prudent and ethical in its activities, and accountable for its actions. Our meetings focus on planning, policy-making, and assessing our progress.
Our Mission Statement:	To provide a forum that allows a diverse group of insurance collection professionals to share ideas, new technologies, innovative processes, and common challenges under the umbrella of ICE-afforded antitrust protection.
Values and Beliefs:	<ul style="list-style-type: none"> • Provide an opportunity for personal development and improved performance • Improve industry awareness through enhanced networking partnerships with other carriers and exhibitors • Strengthen the opportunity to introduce industrywide change • Realize educational opportunities for member companies • Offer an unparalleled conference experience • Capitalize on the professionalism, personal integrity, diversity and dedication of our membership
Directors' Code of Behavior:	<p>As a Board member of ABC, I will:</p> <ul style="list-style-type: none"> • be committed to the mission of ICE act in a manner consistent with the mission and values of ICE • accept responsibility and share power to work as a productive, cooperating member of the board of directors • avoid conflicts of interest between my position as a board member and my personal and professional life. • support in a positive manner all actions taken by the board of directors even when I am in a minority position on such actions. • never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board. • keep confidential matters confidential. • be accountable to the membership and other board members, for competent, conscientious and effective accomplishment of the obligations of the board • ensure that discrimination is never practiced at ICE • act in a manner consistent with this code of behavior despite personal opinions, values or differences. • attend meetings consistently, prepare for meetings, participate fully, and otherwise fulfill my fiduciary obligations to ICE

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