

APTA Board of Directors - Appointed Groups



BOD Y11-24-06-01 [Amended BOD Y11-22-04-25; Y11-22-06-25; Y02-21-02-02; BOD Y12-20-02-01] [Policy]

The Board of Directors shall appoint members to its committees and it may establish other groups and appoint their members to advise or assist the Board in fulfilling the object and functions of the association; to advise or assist the Board in responding to directives from the House of Delegates; to implement association policies; and to fulfill association goals and objectives.

This policy refers to all groups to which the Board appoints the members as "Board-appointed groups." This category does not include groups whose members are not appointed by the Board.

This policy only applies to groups appointed by the APTA Board of Directors.

Between meetings of the Board the Executive Committee may exercise the Board's authority to appoint members to the Board-appointed groups. The President may exercise the Board's authority to appoint members to such groups to the extent provided by resolution of the Board.

All activities related to the recruitment, appointment, and work of appointed groups shall be effective, purposeful, accountable, transparent, collaborative, efficient, and inclusive.

- I. Board-appointed groups subject to this policy include the following kinds of groups:**
 - a. Committee: Committees inform the Board's decision-making on strategies, priorities, and core functions of the association, and they are established for long-term initiatives.
 - b. Task Force: Task forces inform the Board's decision-making on emerging issues and initiatives, and they are established for short-to-mid-term initiatives.
 - c. Board Work Group: Board Work Groups are established and appointed by either the Board or the President. They inform the Board's decision-making on emerging issues and initiatives but have very focused objectives.

- II. Authority**
 - a. Each Board-appointed group has the authority granted to it by the bylaws and/or by the Board.
 - b. The Board will direct and establish the priority of the work of Board-appointed groups. Board-appointed groups will carry out the directions from the Board and will not direct but may inform the work of the Board. Board-appointed groups do not have authority to direct the work of association staff.
 - c. Board-appointed groups and their members have no authority to speak or act on behalf of the Board or to bind the association except to the extent specifically authorized by the bylaws or by the Board. Board-appointed groups do not have authority to establish policy on behalf of the association or the Board.
 - d. Reports from Board-appointed groups to the Board will not be distributed or otherwise made available to members of the association or to the public except with the President's

permission, which shall be given only after the Board has had opportunity to review and discuss the report.

- e. Board-appointed groups may not offer endorsements of candidates.

III. Composition

- a. Unless otherwise specified in the association's bylaws or policy, a Board member shall serve as the chair of each Board-appointed group. However, no Board member shall serve as the chair or as a member of the EJC or any subcommittee of the Awards Committee. The President shall have authority to select the chair of each Board-appointed group, unless the Board provides otherwise in the charter for the Board-appointed group.
- b. With the exception of the EJC, the President shall be an ex-officio member of all Board-appointed committees.

IV. Recruitment and Appointment

- a. The Board shall appoint individuals to Board-appointed groups from volunteers included in APTA Engage.

V. Reporting

- a. Board-appointed committees and task forces will report to the Board at least annually. Board work groups will report at the request of the Board or the Board chair.

Explanation of Reference Numbers:

BOD P00-00-00-00 stands for Board of Directors/month/year/page/vote in the Board of Directors minutes; the "P" indicates that it is a position (see below). For example, BOD P06-22-05-04 means that this position can be found in the June 2022 Board of Directors meeting minutes on Page 5 and that it was Vote 4.

E: Binding Ethical Document | P: Position | Y: Policy

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Contact: nationalgovernance@apta.org