



**For Office Use:**  
Application received on  
(date stamp with staff  
initials)

## BOARD MEMBER APPLICATION

1195 SE Kemper Way - Madras, OR 97741 | ph: 541-475-4293 | macrecdistrict.com | updated 06.2021

**Position# 3, Term: October 2024 – June 30, 2027\***

Application Deadline: **Friday, September 20, 2024 at 5:00pm**

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Physical Address (street, city, zip) \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Are

Email Address: \_\_\_\_\_

Are you a resident of the MAC Recreation District:     \_\_\_\_\_ Yes     \_\_\_\_\_ No

Are you registered to vote in Jefferson County:     \_\_\_\_\_ Yes     \_\_\_\_\_ No

Why are you interested in serving on the MACRD Board of Directors?

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Please describe past experiences or positions held that would assist you as a board member.

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Please outline strengths, skills and abilities that you would bring to our team of board members.

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In your opinion, what is the most important role of a board member?

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**\*\*Attach additional sheets if needed\*\***

*\*Waiting for confirmation from the Jefferson County Clerk if the position will serve the remainder of the term or if the position will be up for election sooner.*

Please submit your completed application to: Courtney Snead, Executive Director, [executivedirector@macrecdistrict.com](mailto:executivedirector@macrecdistrict.com) or in person at the Madras Aquatic Center, 1195 SE Kemper Way, Madras, OR 97741

### **Next Steps in the Process:**

The board will review all applications and invite applicants to participate in a board interview. **Interviews will occur in an open work session on Wednesday, September 25, 2024 at 6:00p.m.** Please make yourself available for this interview either in person or via zoom.



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### **Madras Aquatic Center Recreation District (MACRD) Board Member Duties**

A board member of the MACRD serves on a five-member Board of Directors responsible for conducting the affairs of the district in compliance with Oregon Revised Statutes. The Board of Directors has the legislative authority and power to establish policies and procedures that are in the best interest of the residents it serves.

The board ensures that the district achieves its mission in an ethical, transparent, accountable, and prudent manner. Each board member is accountable for the functions described below, all of which are accomplished at board meetings and committee assignments through review of information, strategic planning, conversation, and decision making.

Together, the board makes decisions and sets policy for the district. Individually, you do not have any power, but acting with your fellow board members you have an opportunity to have a positive impact on your community. The board's major responsibility is setting policy.

Board members also do the following:

- Attend the board meeting held on the 4<sup>th</sup> Wednesday of each month (sometimes additional special meetings and/or work sessions may be held to address specific issues)
- Hire, manage and evaluate the executive director
- Review and adopt the annual budget (as members of the budget committee)
- Review and approve financial reports
- Set goals and evaluate progress toward meeting those goals
- Ask voters to approve ballot measures for the health of the district
- Help set standards, controls and policies that support sound management practices; e.g. safety and security, insurance, data controls and personnel management practices
- Provide a conduit to the community and function as an ambassador of the MACRD.