



MIAMI DADE BAR BOARD DUTIES AND RESPONSIBILITIES

The Miami Dade Bar (MDB), a not-for-profit voluntary bar, was founded in the early 1900's and incorporated as a non-profit organization in 1916. Our Mission Statement is:

The Miami Dade Bar was incorporated in 1916 to serve the lawyers of this county, to promote the administration of justice, to enhance attorney professionalism, and to cultivate positive relationships among all members of the Bar.

The MDB Board of Directors is the policy-making body of the organization and consists of 35 voting members: President, President-elect, Vice President, Secretary, Treasurer and thirty Directors with staggered three-year terms and up to eight affiliated bar representatives. The Bar's Fiscal Year runs from July 1 through June 30.

1. Board members are expected to (a) actively support and be familiar with the MDB's mission, programs and activities, (b) support and attend MDB-sponsored events including the General Membership luncheon, and (c) serve on at least one committee as required in the By-Laws and offer to take on special assignments.
2. New board members are expected to participate in the Board Orientation meeting and review resource information provided.
3. Board members are expected to attend the Annual Installation Dinner and the Annual Board and Committee Chairs Retreat.
4. The Board meets on the third Tuesday of each month at 5:00 p.m. and the meetings last approximately 60 to 90 minutes. The Board does not meet in August. Please review the Board attendance policy.
5. Board members are expected to prepare for and actively participate in Board and committee meetings, including: reviewing and being knowledgeable about all materials sent to you; being prepared to develop and/or publicly articulate MDB Board approved policies; and/or suggesting agenda items on significant member, organizational or professional issues.