

### Responsibilities for a Director of CENT Credit Union

1. Attend monthly Board meetings. Normally held on the second Tuesday of the month at 7:00 am. (Approximately two hours per month)
2. Actively serve on a standing committee (Approximately two to ten hours per month-varies by committee). Meetings are usually held in the morning or over the lunch hour.
3. Attend workshops and special meetings. (Approximately five to ten hours per year)
4. Education:
  - a. Volunteer Achievement Program (VAP)
    - i. All newly elected Directors shall be required to pass the beginning six core Volunteer Achievement Program (VAP) courses in the first year of their term, unless they have previously passed them during another term. Continuing directors (not first-year term) shall pass at least one additional VAP (Volunteer Achievement Program) module each year; (year being defined as annual meeting to the next annual meeting); unless a director has taken all VAP's available. Directors may, at their discretion take an additional three courses in their first year and any Director may take additional VAP courses in succeeding term years of up to six per term year. Any Director failing to pass their required courses shall be excluded from nomination for additional terms by the Nominating Committee.
    - ii. Other Continuing Education: Additional training shall be provided to Directors at least once annually. Topics may include, but are not limited to, Credit Union Financial Analysis, Asset Liability Management and Regulatory Compliance. This training shall be considered a required attendance meeting. Attendance at this training may be waived for a Director who attends at least one of the following: Iowa Credit Union League Annual Convention, Iowa Credit Union League Critical Issues Conference, Iowa Credit Union League Fall Conference, Management Issues Conference, Credit Union Executive Society (CUES) Conference/Seminar and Directors Educational Forum (DEF) Conference/Seminar. Other courses by CUNA and Affiliates, League or other entity must be approved by the President/CEO. Additionally, a director shall be required to attend at least one (1) National Conference during his/her term. An exception to this rule shall be granted where a director is in the third year of his/her term and notify to the board that he/she will not be seeking re-election. Other courses by CUNA and Affiliates, League or other entity must be approved by the President/CEO. Directors are encouraged to attend the Iowa League Annual Meeting and Expo, generally held in September of each year. The location of the conference rotates between Des Moines and another city in Iowa and includes educational sessions, business meetings and vendor displays. This is usually held on a Wednesday evening and all day Thursday and Friday.
    - iii. Actively promote the Credit Union. Familiarize yourself with the services, policies and procedures of the Credit Union. Set a good example as to the standing in the community, financial responsibility and integrity. Directors are expected to use many of the services offered to members.
    - iv. Answer inquiries from the Credit Union membership or prospective members concerning the Credit Union.
    - v. Complete educational programs as required by the Board, Board policy or Regulators.

Return questionnaire to either CENT location no later than 5 p.m. on March 30, 2017.

Attention:  
Matthew R. Chizek, President/CEO  
CENT Credit Union  
1341 6<sup>th</sup> St. SW  
Mason City, IA 50401

An individual meeting will be scheduled for Candidates running for the Board of Directors with representatives from the CENT Credit Union Executive Committee. Please note failure to attend this meeting could result in your name not being placed on the ballot, unless the Nominating Committee grants you an excused absence in advance. Elections will be held at the 52nd annual business meeting starting on April 1, 2017.