



**CASI DIRECTOR QUALIFICATIONS AND INFORMATION**  
**Election for Board of Directors 2011**

Please review the attached duties, requirements, and expectations of a Director. If elected as a Director you will be required to sign the Code of Conduct. Complete and return this form to the Executive Director, Janice Miller by no later than August 15, 2011. This form is available via email from the Executive Director or on the CASI web site. Thank you for your interest in serving on the CASI Board of Directors.

Name: \_\_\_\_\_

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

Primary Pod affiliation (Home Pod): \_\_\_\_\_

Pod offices held: 2011: \_\_\_\_\_

2010: \_\_\_\_\_

Prior Pod offices: \_\_\_\_\_

\_\_\_\_\_

List your qualifications for a Director's Position: \_\_\_\_\_

\_\_\_\_\_

Participated at TICC (years) \_\_\_\_\_

CASI/Pod (non-cooking) awards and accomplishments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am seeking a position on the CASI Board of Directors because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use additional sheets as necessary)

Signed: \_\_\_\_\_

**Code of Conduct for Directors of the Chili Appreciation Society International**

I, \_\_\_\_\_, am a director of the Chili Appreciation Society International (called "CASI"). In carrying out my duties as a director of the CASI organization during my term of office I declare that:

1. I will use the powers of my office and carry out my duties honestly, in good faith and in the best interests of the CASI. At all times, I will apply myself with care, skill, and diligence. And I will do so reasonably and prudently.
2. I will honor and observe CASI's:  
    By-Laws;  
    Policies adopted and approved by the Board of Directors; and  
    Decisions taken by resolution of the membership.
3. I will publicly support the policies and positions of CASI as approved by the Board of Directors.
4. I will keep confidential all information I learn about matters specifically determined by board motion to be matters of confidence. Where I am uncertain in determining whether something is a matter of confidence, I will seek direction by way of a resolution of the Board of Directors.
5. I will publicly support actions taken by the board to implement programs and achieve the objectives contained in the CASI's approved plans and budgets.
6. I will strive to place the interests of CASI and its Board of Directors ahead of my personal interests and I will immediately declare any conflicts of interest which arise.
7. I will conduct my relationship with the board members, society members, sponsors, and general public with respect and dignity; to avoid harm to any CASI member by participating in inappropriate comments or actions that may be construed as sexual harassment, physical intimidation, and/or threats.
8. I will abide by this code of conduct during the course of all CASI business meetings, CASI activities, and CASI events where I represent the organization as a member of the Board of Directors.
9. Where I do not abide by this Agreement or where I find that I am in a situation where my continued presence on the Board of Directors would cause embarrassment to CASI or would undermine member confidence:  
    I will immediately resign; or  
    I will ask the board to determine the matter and then resign if there is a determination not in my favor; or  
    I will resign where the board makes a determination not in my favor after the board raises the matter itself. A board determination must be made by a vote of two-thirds of the directors after I have been given the opportunity to be heard by the other members of the board.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

## **Duties, Responsibilities and Expectations of a CASI Director**

A CASI Director must be computer literate and Internet access is required. As a CASI Director, you will be expected to have access to email and respond when interaction among Board members is required.

Attend all Board Meetings and Workshops:

Winter meeting – workshop typically Saturday of 4<sup>th</sup> weekend in January followed by Sunday

Board Meeting

Summer meeting – typically Saturday of the 4<sup>th</sup> weekend in June

Great Peppers Meeting – weekend immediately following Labor Day TTCC meetings – As needed while on site

Special meetings – if called

TICC – arrive by Monday noon or earlier if your duty assignment calls for it. At TICC, one must work their duties and is always on call. If going offsite when it does not conflict with one's specified duties, notification must be given to the President or Vice-President.

Accept and perform all duties for any office to which you are elected, to any committee appointed or any other functions assigned to you.

Read and respond to email and other communications among the Board, practically on a daily basis.

Act in the best interest of CASI. Promote and represent CASI throughout your term. Attend CASI chili cookoffs throughout the year, when practical.