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# Board of Trustees

## Policies And Procedures



*Senior Living Community*  
for the  
Eastern Star in California

## Qualifications of a Trustee

### Policy: BOT-103-A

**Purpose:** To ensure the willingness and dedication of the members who wish to serve

**Policy:** All Trustees or Candidates for the office of Trustee of the Eastern Star Homes of California should demonstrate a willingness and dedication to serve the Senior Living Community Residents and Staff

- Guidelines:**
- A willingness to serve the Order of the Eastern Star and dedication to its principles
  - The desire and ability to work and cooperate with the other members of the Board of Trustees in fulfilling the Mission of the Eastern Star Homes of California
  - The desire and ability to work and cooperate with Management and staff of the SLC in fulfilling the Mission of the Eastern Star Homes of California
  - To provide the necessary time, which may, from time to time, be required to perform the research, deliberation, and tasks required of a Trustee
  - To schedule a minimum of one day every month, in cooperation with the other members of the Board of Trustees, for the purpose of Monthly Board Meetings
  - To attend the annual Grand Chapter Session during each year of service as a Trustee
  - To attend the Fiesta, Official Visit to the Senior Living Community, and the Annual Christmas Party.
  - A general knowledge of the Constitution of Grand Chapter and the relationship between the corporations of the Grand Chapter of California and the Eastern Star Homes in California
  - The educational qualifications, working knowledge, and/or experience in one or more of the following fields is deemed desired and felt to be

necessary for the Board of Trustees to draw from the resources of its membership:

- General Administration; Large Business
- Medical Administration; Management – Supply
- Personnel Administration; Corporate – Education
- Nursing Administration; Health Care Provider
- Human Relations & Resources; Counselor – Social Services
- Financial Management and Accounting
- Building Management; Construction – Repair – Safety and Security
- Government; Local Community – State – Real Estate/Property Management
- Public Relations; Advertising – Planning & Organization
- In the following Fields of Qualifications, Education, Knowledge and /or Experience are always welcome and felt to be beneficial to any Board.
  - Legal – Law (Attorney)
  - Medical – Doctor
  - Residential Care Facility for the Elderly Administrator

**Responsibilities:**

**Attachments:** None

**Effective date:** June 30, 2004

Revised: September 21, 2009