



## **BOARD OF SUPERVISOR RESPONSIBILITIES**

Board members serve four year terms. The general duties include guiding staff as they carry out duties and programs defined by our Long Range Plan.

### **MONTHLY**

Attend Board meetings held the first Wednesday of every month. A quorum of three is required in order to conduct business.

- Review board packet sent out electronically prior to meeting which generally takes one hour or less
- Review financials
- Sign checks

### **BI-ANNUALLY**

Review and approve cost-share applications

### **ANNUALLY**

Participate in annual meetings in the fall (region and state)  
Review and approve policies  
Review and approve budget  
Judge posters for the Soil and Water Conservation poster contest.

### **OCCASIONALLY**

Approve emergency funding for urgent conservation needs  
Meet with local legislators to update them on District priorities, current projects and planning efforts.  
Canvass WID election results  
Nominate outstanding individuals for recognition

*District supervisor elections fall under the Wyoming Special District Elections Act of 1994. All registered voters residing within the district are eligible to vote for district supervisor positions. District supervisors are elected on the general ballot on a nonpartisan basis. A supervisor shall not receive any compensation for his/her services, but is entitled to reimbursement for travel expenses and other expenses necessarily incurred in the discharge of their duties.*