

THE ROLE OF THE HOUSE CORPORATION BOARD MEMBER

The purpose of this resource is to share guidance based on model practices of successfully operating house corporations. However, each house corporation has unique factors that should be considered in determining the appropriate role, structure, and responsibilities of the specific house corporation and its officers.

Typically, the primary role of a house corporation is to provide continuity and financial stability to the chapter facility. Chapter membership changes every year, but the house corporation remains constant, with members having a long-term perspective and commitment to the proper management of the chapter facility to ensure a home for the collegiate chapter for generations to come.

Officers of the house corporation act as the "Board of Directors." This "Board of Directors" usually has five to eight members, each elected on an annual basis, and each with specific responsibilities, usually delineated in the house corporation's bylaws.

ROLE OF THE HOUSE CORPORATION OFFICER:

- Develop strategic long-term plans for the house corporation and establish a timetable for implementation.
- Set short and long-term priorities for management of the chapter facility.
- Analyze the long-term structural and financial needs of the chapter facility.
- Foster an active relationship with the chapter and alumni for management of the chapter facility.
- Establish and implement a succession plan for the house corporation board of directors.
- Communicate regularly with all chapter alumni.
- Be positive role models.

RESPONSIBILITIES OF THE HOUSE CORPORATION BOARD OF DIRECTORS:

- Title holder for chapter facility.
- Work in partnership with the General Fraternity, host institution, and local community.
- Collect and effectively manage house corporation funds.
- Plan and implement capital improvements on time and on budget.
- Keep house corporation officer positions filled with capable alumni.

RELATIONSHIP WITH THE CHAPTER

- Monitor the local student housing market and work with the chapter to maintain rent at a competitive rate.
- Communicate the house corporation's expectations for facility maintenance and upkeep.
- Communicate the house corporation's short and long-term facility improvement plans.
- Coordinate with the chapter the completion of chapter facility inspections, and related correction of identified issues, as may be required by local law and ordinances.