



# Board Role & Responsibilities

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Board Member

Date: January 2023

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## Overview

The BC Turkey Marketing Board (BCTMB) is responsible for ensuring the orderly production and marketing of turkey. Through the Natural Products Marketing (BC) Act and the BC Turkey Scheme, it is designated the authority to regulate production of all turkey grown for either meat or eggs in BC. Any person or business who grows more than 50 turkeys per year is subject to the Board's Order and Regulations.

The Board is comprised of 3 to 4 grower-elected Board Members and 1 government-appointed Chair.

## Responsibilities

All Board Members are required to:

- Attend scheduled board meetings and the AGM
- Review the meeting package (agenda, minutes, other supporting documents) in advance of each meeting
- Act in the best interests of the BC turkey industry and the BC Turkey Marketing Board
- Disclose and actively manage all perceived and real Conflicts of Interest

Among other duties, Board members are responsible for:

- Reviewing and approving quota transfers and barn rentals
- Reviewing and approving Marketing Board financials and operating budgets
- Setting quota allocation for BC turkey growers
- Reviewing and approving applications for the New Entrant Program
- Providing strategic guidance on the direction of the BCTMB
- Soliciting stakeholder feedback through fair and transparent consultation channels
- Overseeing provincial marketing plan
- Hiring and managing the performance of the Executive Director

## Time Commitment

Board Members are typically elected for a 3-year term.

The Board meets at the office in Surrey once per month to conduct business and provide strategic direction to the organization's operations. These meetings are typically 4 hours in length and require 2-3 hours in pre-reading and self-directed preparation. Outside of meetings, Board

Members are expected to be available for email and phone correspondence regarding Board business.

In addition to monthly board meetings, each Board Member is required to represent the Board on at least one industry committee or working group such as:

- BC Council of Marketing Boards
- BC Poultry Association
- BC Turkey Association
- New Entrants and Specialty Markets Committee
- Turkey Farmers of Canada

The time commitment for these committees varies depending on frequency and location of meetings.

#### Compensation

Board Members are paid a monthly stipend along with per diems for time spent preparing for and attending meetings. The Board covers all reasonable travel expenses for Board Members to conduct pre-approved Board business.

#### Location

BCTMB's office is in Surrey, British Columbia. Board meetings are held each month at the office. Accommodations for virtual meetings may be made for Board members residing outside the Lower Mainland.