



To: All Key West Chamber of Commerce Members
From: *Jim Wilson*
Date: Jim Wilson, President
June 7, 2024

Dear Chamber Member:

The Key West Chamber of Commerce is looking for dedicated, hardworking businesspeople to serve on the Key West Chamber of Commerce Board of Directors.

The duties of a director include:

1. Participate actively through committees and as a chairperson where needed to complete Key West Chamber of Commerce goals and programs.
2. Attend a Board Orientation with the Executive Director during the month of October.
3. Attending events i.e., Business After Hours, Business Before Hours, Twelve at Twelve Lunches, Trade Shows, and Seminars to represent the membership of the Key West Chamber of Commerce.
4. During the fiscal year, there shall be eleven (11) regular monthly Board of Directors meetings, thirteen (13) regular General Membership meetings, including the Annual Meeting and Installation of officers and directors, and one (1) annual board retreat. Absence by a director from either six (6) monthly Board of Directors meetings or seven (7) monthly General Membership meetings during the fiscal year shall constitute resignation from the board. The only excused absence permitted is attendance at a meeting or function as requested by the President or Directors of the Board. Cost of meetings is at the expense of the Board member.
5. Directors shall attend the annual retreat. If a director does not attend the annual board retreat without first obtaining the consent of the Executive Committee, the director's membership on the board shall be terminated. Reinstatement may be approved by the board, in the board's discretion, the following year during the January Board of Directors meeting. The date of the annual board retreat is announced one year in advance. This year the retreat will be held at noon on Tuesday, November 12, 2024, for the Executive Committee, and early afternoon for the full board. The entire board will meet for dinner on Tuesday, and on Wednesday, November 13, 2024, from 8am-3pm. Every other year the retreat is out of town, and this year will be held in Key West.

Any individual or owner/employee member business who has been a member for one full year in good standing before an election who desires to serve on the board and can make a long-term commitment for the purpose of advancing the commercial, industrial, civic, and general interests of Key West shall be eligible to be listed on the electronic ballot.

Please sign and return it on or before Monday, July 1, 2024, by 5:00 p.m.

Signature _____

Print Name _____

Business _____

Please attach a short biography (125 words) that will be included with the electronic ballot. This will provide a background of your talents to the entire membership. Your biography should include how long you have been a member of the Chamber of Commerce and previous committees that you have worked with within the Chamber and other organizations. **This form cannot be accepted without your biography.** Thank you for your continued support of the Key West Chamber of Commerce. Only through your continued dedication and involvement can we serve our community.