



THE NINETY-NINES, INC.

INTERNATIONAL BOARD OF DIRECTORS OPERATING POLICY

Calendar

1. **Purpose**: Describe the purpose and function of the meetings of the International Board of Directors (IBOD), , s and provide agenda items unique to each meeting.
2. **Applicability**: International Board of Directors
3. **Responsibility**: International Board of Directors
 - 3.2. Spring IBOD Meeting
 - 3.2.1. Schedule for the first weekend in March or as agreed upon by the IBOD.
 - 3.2.2. Review of proposed Bylaws and Standing Rule changes, addition of IBOD comments.
 - 3.2.3. Review and approve International budget for upcoming fiscal year..
 - 3.2.4. Personnel review of Headquarters staff.
 - 3.2.5. Select a CPA firm to conduct outside audit of the organization.
 - 3.2.6. Review contracts for professional services for coming year.
 - 3.2.7. Approve salaries and benefits for 99s staff, as needed.
 - 3.2.8. Approve bid for directory printing.
 - 3.2.9. Confirm dates of Fall IBOD meeting.
 - 3.2.10. Approve International Representatives for Fall Section Meetings.
 - 3.2.11. Request nominations for the Award of Inspiration to be coordinated by the Awards Chair.
 - 3.3. Pre-Annual Meeting IBOD Meeting
 - 3.3.1. Schedule before the start of the Annual Business Meeting.
 - 3.4. Post-Annual Meeting IBOD Meeting
 - 3.4.1. Schedule after the conclusion of the Annual Meeting.
 - 3.4.2. Approval of President's list of Committee Chairs and IBOD Liaisons.
 - 3.4.3. Follow-up on Annual Meeting action items.
 - 3.4.4. Confirm date of Fall IBOD meeting.
 - 3.4.5. Appoint Awards Committee Chair.
 - 3.5. Fall IBOD Meeting
 - 3.5.1. Schedule for the first weekend in November or as agreed upon by the IBOD.
 - 3.5.2. Review of IBOD-proposed Bylaw and Standing Rules changes.
 - 3.5.3. Preliminary Conference Agenda/Budget Approval for the next year.
 - 3.5.4. Confirm changes to Board Operating Policies and Procedures and Standard Operating Procedures.
 - 3.5.5. Verify date of Spring IBOD meeting.
 - 3.5.6. Approve International Representatives for the Spring Section Meetings.
 - 3.5.7. Convene meeting of Friends of The 99s Board of Directors
 - 3.6. Special Meetings

- 3.6.1. Candidates for the following positions are subject to the approval of the IBOD after the close of the Intent to Seek Election deadline.
 - 3.6.1.1. The Ninety-Nines Amelia Earhart Memorial Scholarship Fund Trustees
 - 3.6.1.2. The Ninety-Nines Amelia Earhart Birthplace Museum Trustees
 - 3.6.1.3. The Ninety-Nines Museum of Women Pilots Trustees
 - 3.6.1.4. The Ninety-Nines Endowment Fund Trustees
- 3.6.2. If the IBOD does not approve one or more of the submitted candidates, the Trustees may submit other names for consideration by the IBOD.
- 3.6.3.

4. **Approval:**

4.1 Authorizing Body: International Board of Directors.

4.2 Approval Date: This Calendar Board Operating Policy was approved on: November 5, 2021.