



MACA MISSION STATEMENT

THE MID-ATLANTIC COLLECTORS ASSOCIATION (MACA), A UNIT OF ACA INTERNATIONAL, IS A BUSINESS ASSOCIATION WORKING TO PROVIDE ADVOCACY, EDUCATION, INFORMATION, AND NETWORKING FOR THE SUCCESS OF OUR MEMBERS.

Your Name: _____ Date: _____

Company: _____ Position: _____

Immediate Previous Employer: _____ Position: _____

Years in the collection industry: _____

Do you know anyone on the current board, or on a past board? _____

Please provide two professional references:

Name _____ Company _____

Phone _____

Name _____ Company _____

Phone _____

What qualities and skills do you feel you will personally contribute to the board: (use back of page if necessary)

Why are you applying for a position on the board?

I have read the MACA bylaws and agree to comply with the duties expected of me. I agree that should I become a MACA Board Member, I am representing both the MACA board and MACA membership, and I will conduct myself in a professional manner at all times during related events and meetings. I understand that confidential information acquired during board deliberations will not be shared in an inappropriate manner, and I will adhere to the highest professional standards as is befitting of the position and responsibilities of a board member.

Signature

Date

Return completed document to rjeffries@midatlanticcollectors.org, or by faxing to (717) 730-6786

MACA Use Only:

Is prospect eligible to be a MACA Board Member according to MACA bylaws? Yes ____ No ____

Is prospect in good standing with ACA and MACA? _____ Verifications:

Mid-Atlantic Collectors Association

Board of Directors

Responsibilities and Canons of Conduct

Responsibilities of Board Members

It is the board of directors' responsibility to:

- Be aware of the mission, initiatives and services and your role in them
- Read and understand governing documents
- Respect confidentiality, fiduciary and conduct policies
- Know basic tenets of anti-trust and other relevant laws
- Abide by the canons of conduct
- Read meeting minutes and ensure they accurately reflect comments or votes
- Obtain and review financial reports and monthly reports
- Request that the Executive Director seek legal and auditor opinions when necessary
- Be responsive; invest your time and attention in the organization
- Be strategic; avoid tactical activities

Canons of Conduct for Mid-Atlantic Collectors Association Board Members

- Conduct yourself in a professional manner that reflects integrity, respect and a spirit of fair play
- Refrain from engaging in any activity that would violate confidentiality commitments or proprietary rights
- Abide by the bylaws and policies of the Mid-Atlantic Collectors Association
- Use the Mid-Atlantic Collectors Association's name, data, documents and information only for purposes authorized by the Board of Directors
- Conduct yourself in a professional manner that is consistent with and not disruptive to the purposes of Mid-Atlantic Collectors Association
- Disclose any potential conflicts of interest
- Serve the interest of the larger community, setting aside personal benefit to you or your company

Mission Statement

The Mid-Atlantic Collectors Association (MACA) a unit of ACA International, is a professional association working to provide information, services, and education for the profitability of our members.

Board of Directors Pledge

As a current Officer or Director of the Board, I am willing to conduct myself in a manner consistent with the above responsibilities and canons of conduct.

Print Name

Date

Signature

Return signed document via Email to rjeffries@midatlanticcollectors.org, via fax to (717) 730-6786, or via USPS to 116 Forest Drive, Camp Hill, PA 17011.

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