



Essex County Land Bank Board Member Training Policy

Re-Adopted 06/06/2024

Purpose

This policy ensures that all board members of the Essex County Land Bank are equipped with the knowledge and skills necessary to fulfill their legal, fiduciary, financial, and ethical responsibilities. By participating in state-approved training programs, board members will gain a comprehensive understanding of corporate governance principles and remain informed about best practices and regulatory changes.

Policy Statement

In accordance with Section 2824(2) of the Public Authorities Law and the Public Authorities Accountability Act, all board members of the Essex County Land Bank are required to:

1. **Complete Initial Training:** Within one year of appointment, all board members must participate in state-approved training that covers their responsibilities as board members.
2. **Participate in Continuing Education:** To maintain effective oversight and governance standards, board members must engage in continuing education programs to stay informed of best practices and changes in regulations and statutes. *This includes refresher training upon reappointment or at least every three years.*

Training Requirements

- **Orientation Session:** An internal orientation session will be conducted for new board members upon their appointment to provide an overview of the Land Bank's operations and responsibilities.
- **Participation:** All board members, including voting and non-voting members, ex officio members, or designees (if stipulated by law or articles of incorporation), are required to participate in the training.
- **Documentation:** The Essex County Land Bank is responsible for maintaining records of board member participation in required training programs to ensure compliance. *The*



Land Bank will submit proof of training completion annually to the Authorities Budget Office (ABO) and Essex County.

Training Opportunities

The Authorities Budget Office (ABO) offers a comprehensive corporate governance curriculum, providing training for directors and executive management at no cost. Training is available through interactive webinars conducted by ABO staff during regular business hours. Board members are encouraged to participate in these sessions to fulfill their training obligations.

Board members can sign up for training at: [ABO Online Training](#)

Responsibilities

The Essex County Land Bank is responsible for:

- Ensuring all board members complete the required training within the specified timeframe.
- Encouraging management staff, including Counsel, to attend training when appropriate.
- Maintaining documentation of training participation and compliance, and submitting proof to the ABO and Essex County annually.

By adhering to this policy, the Essex County Land Bank ensures its board members are well-prepared to fulfill their duties and uphold the highest standards of governance and accountability.