

BOARD MEMBER EXPECTATION STATEMENT

General Expectations

1. Support the organization's mission, purpose, goals, policies, and programs, while knowing its strengths and needs.
2. Suggest possible nominees to the board who can make significant contributions to the work of the board and the progress of the organization.
3. Serve actively on committees as requested by the Governance Committee.
4. Provide input and feedback to the Executive Board on the hiring and performance of the Executive Director.
5. Attend activities and events sponsored by and for the organization whenever possible.
6. Adopt key operating policies and procedures; approve contracts as appropriate.

Meetings

1. Prepare for and participate in board and committee meetings, as well as other relevant organizational activities.
2. Ask timely and substantive questions at board and committee meetings consistent with personal conscience and convictions, while supporting the majority decision on issues decided by the board.
3. Maintain confidentiality of the board's executive sessions and speak for the board or the organization only when authorized to do so.
4. Suggest agenda items periodically for board and committee meetings to ensure that significant policy-related matters are addressed.

Avoiding Conflicts

1. Serve the organization as a whole rather than any special interest group or constituency.
2. Avoid situations that could appear to be a conflict of interest that might reflect poorly on the board or organization, and promptly disclose any potential conflicts to the board.
3. Never accept (or offer) favors or gifts from (or to) anyone who does business with the organization.
4. Review and follow the conflict of interest policy.

Fiduciary Responsibility

1. Exercise sound judgment in overseeing and authorizing the management and transfer of funds, diligently review the organization's financial reports, and help the board fulfill its fiduciary responsibilities.
2. Faithfully read and understand the organization's financial statements and otherwise help the board fulfill its fiduciary responsibility.

Fundraising

1. Make an annual gift to the organization according to your personal means, with the understanding that the board must play a leadership role in fund development.
2. Assist the organization by implementing fundraising strategies through personal influence with others.
3. Participate actively in all the organization's fundraising special events, programs, and activities.