

RESPONSIBILITIES AS A BOARD MEMBER

Presented by Karen A. Kennelly, CPA, MBA

Board Members:

- ◉ Why did you decide to be a board member of this organization?
- ◉ What do you believe are the responsibilities of a board member?
 - > What does this mean to you and to the org?
 - > "A balancing act"
- ◉ What does "fundraising" mean to you?
- ◉ What do you expect of a board meeting?

“Standard” Board Responsibilities

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Standards of Conduct

- ◎ Board members need to come to organization:
 - > Prepared
 - > Ready to rise to the occasion
 - > Able to work diligently as a group
 - > Expect to be intellectually taxed by complex and consequential questions

Legal Responsibilities

- ⊙ Duty of Care
 - > Competence
 - > Reasonable care
 - > Prudent person
- ⊙ Duty of Loyalty
 - > Faithfulness
 - > Allegiance
 - > No conflicts of interest
 - > Not putting personal interests above org's interests
- ⊙ Duty of Obedience
 - > Ensure org remains true to purpose
 - > Define or mission and vision
 - > Compliance with applicable laws and regulations

Fiduciary Responsibility

- ◎ **A Fiduciary:** An individual, corporation or association holding assets for another party, often with the legal authority and duty to make decisions regarding financial matters on behalf of the other party.
- ◎ **Legal Responsibility:** A board and its individual members are considered agents of a corporation and are liable for the actions of a nonprofit organization.

Responsibilities

- ◉ Attend meetings and functions
 - > Review meeting materials in advance
- ◉ Serve on committees
- ◉ Select, support, assess chief executive
- ◉ Identify board candidates
- ◉ Make a financial contribution

Responsibilities

- ⦿ Be the voice of the organization
- ⦿ Connect others to the organization
- ⦿ Be informed about mission, services, programs, policies
- ⦿ Participate in organizational visioning and implementation

Responsibilities

- ◉ Fundraising Strategies and Goals
 - > Give and Get
 - > Participation in events
 - > Engaging others in the organization
 - > Identifying funding opportunities

Fundraising

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Fundraising Role

- ◉ Set fundraising policies
- ◉ Make your own annual leadership pledge
- ◉ Ask others for contributions, including potential major contributors; solicit them
- ◉ Open doors for staff members and volunteers to make their solicitations
- ◉ Take on special fundraising projects and make them successful
- ◉ Become passionate spokespersons for the organization
- ◉ Add personal notes to letters mailed by staff members

Fundraising: Shared Responsibilities

Board, Staff and Volunteers:

- The board members will work in close alliance with staff and volunteers in order to maximize results.
- Cultivate current and prospective donors
- Plan fundraising activities for board and staff
- Plan and implement special events
- Add names to mailing lists for staff solicitations
- Make presentations to potential donor groups
- Acknowledge the generosity of donors

Board Recruitment

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Identify Needs

- ◉ Demographics
 - ◉ Skills
 - ◉ Resources
 - ◉ Community Connections
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**A Connection to/Passion for
the Organization and its Mission**

5 Key Questions Every Board Member Should Ask:

1. Why are we here?
2. How do we define success?
3. How does this board add value to the organization?
4. What behavior are we settling for?
5. What key metrics should we track as a board?