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ROLE OF THE BOARD OF DIRECTORS POLICY

A board of directors is the governing body of a nonprofit organization. It has many serious responsibilities, which can be loosely categorized as follows:

1. Setting the policy for the organization. This is done by:
 - Creating or updating the mission and vision statements
 - Approving the organization's programs and services
 - Approving the strategic plan
2. Monitoring the organization's operations:
 - Hiring and periodically evaluating the organization's executive director
 - Working with and providing support to the executive director
 - Approving the annual budget, annual report, etc
 - Approving major contracts and grants
 - Soliciting and reviewing program evaluations
 - Troubleshooting as necessary
3. Serving as a public figure for the organization
 - Fundraising, by directly donating to the nonprofit organization
 - Soliciting donations from others
 - Advocating for the organization
4. Fulfilling other board responsibilities
 - Documenting policies and decisions to create an organizational memory
 - Preparing for and attending board meetings
 - Researching and discussing issues before decisions are made
 - Replacing and orienting board members when a vacancy arises
5. A board of directors also has certain legal obligations, known as duties. They must:
 - Take reasonable care when making decisions for the organization (called "duty of care")
 - Act in the best interest of the organization (called "duty of loyalty")
 - Act in accordance with the organization's mission (called "duty of obedience")
 - Stand aside when there is a conflict of interest (called "recusal")
6. A board member should avoid being over or under involved, they should
 - Avoid concerning itself with the day today management of the organization.
 - Take the recommendations of the organization's director, staff and members into consideration, but still remain an independent decision making body