



BOARD MEMBER Expectation Statement

General Expectations:

1. Know the organization's mission, purposes, goals, policies, programs, services, strengths and needs.
2. Suggest nominees for the Board.
3. Serve in leadership positions or undertake special assignments willingly when asked.
4. Avoid prejudiced judgments on the basis of information received from individuals and urge those with grievances to follow established policies and procedures through their supervisors.
5. Follow trends in the organization's field of interest.
6. Bring a spirit of cooperation and sense of humor to the board's deliberations.

Meetings:

1. Prepare for and participate in board and committee meetings, and other organizational activities.
2. Ask timely and substantive questions while supporting the majority decision.
3. Maintain confidentiality of the Board's executive sessions.
4. Speak on behalf of the Board when asked to do so by authorized persons.
5. Suggest agenda items periodically for board and committee meetings, to ensure that significant policy related matters are addressed.

Relationship with staff:

1. Be available to provide counsel the Executive Director as appropriate and offer support.
2. Avoid asking for assistance from WTFB staff, without prior consultation with the Executive Director.

Avoiding conflict:

1. Serve the organization as a whole, rather than special interest groups.
2. Avoid conflict of interest or even the appearance of a conflict, and disclose any possible conflicts to the Board President in a timely fashion.
3. Maintain independence and objectivity and do what a sense of fairness, ethics and personal integrity dictate.
4. Never accept or offer favors or gifts from or to anyone who does business with the WTFB.

Fiduciary responsibility:

1. Exercise prudence with the board in the control and transfer of funds.
2. Faithfully read and understand the organization's financial statements and otherwise help the board fulfill its fiduciary responsibility.

Fund raising:

1. Give an annual cash gift according to personal means (at least \$100).
2. Assist the development committee and staff by implementing fund raising strategies through personal influence with others (corporations, organizations, individuals, etc.).