

EXPECTATIONS FOR BOARD MEMBERS

1. Provide **fiduciary oversight**. Review and approve operating budgets, perform regular performance and salary reviews for the organization's Executive Director, and review investment decisions.
 - a. Ensure adherence to by-laws, policies, and ethical practices. Uphold the rules and hold staff accountable to the rules.
 - b. Avoid conflicts of interest.
2. Provide ongoing **strategic counsel** and advice related to the mission of MPA. Be accessible to staff leaders within reason. Attend an annual strategic planning retreat.
3. **Give**. Each board member contributes financially according to ability.
 - a. Financial gifts are balanced with gifts of time, talent, and in-kind donations.
 - b. Attend and invite guests to major events. Occasionally host major-donor events.
 - c. Support other fundraising efforts. Write thank you notes. Write personal notes.
 - d. Make MPA a philanthropic priority. Board members commit that MPA is in their "Top Five" organizations supported.
4. **Connect** MPA to givers and others who can be helpful to our cause. Identify and help make connections with other potential supporters. Help link staff leaders with potential donors as well as others in the community. Proactively promote MPA in appropriate ways in conversations with friends, colleagues, and potential donors.
5. **Attend and prepare for board meetings**. Read minutes, agenda, and other advance materials to be ready to participate and vote. Your attendance is important. When unable to attend, advise the Executive Director and Board President in advance, and provide your input to them.
6. **Participate** on at least one and occasionally lead board committees:
 - a. Development Committee (builds relationships, raises funds for programs by leveraging events and connections, operations, and endowment)
 - b. Executive Committee (President, Vice President, Treasurer, Secretary)

- c. Finance Committee (budget, investment policies, financial performance review and analysis)
- d. Governance Committee (nominations, policy adherence, manages strategic planning and holds task-owners accountable)
- e. Marketing Committee (builds awareness, reinforces MPA's "brand" identity)
- f. Partners Committee (oversees partner organizations in Africa)