

## **Love in the Name of Christ of the Tanana Valley**

### **Expectations of Board Members**

1. Pray for the success of the mission of Love In the Name of Christ.
2. Attend monthly Board meetings and annual retreat. Notify Board President in advance if unable to attend or if you need to leave early. Read reports in advance, asking questions for clarification prior to decision making. Be respectful of fellow Board members and Staff when expressing a difference of opinion. Take turns preparing devotions and evening meal. Assist with writing donor thank you notes. Nominate others for potential membership on the Board.
3. Become knowledgeable about the mission of Love INC and the operation of the organization. Board members are required to observe the operation of the Clearinghouse for at least one shift (9:30 – 12:30 M-F) and an evening at Loving Families (5:30pm – 9:00pm) during their first year.
4. Become familiar with the Affiliation Agreement, Articles of Incorporation, Bylaws, Policies, Mission Statements, and Goals and refer to them in decision making; raise concerns when they are not followed.
5. Maintain a good working relationship with fellow Board members and Staff.
6. Focus attention on long-term and significant policy issues rather than administrative matters.
7. Participate in Partner Church presentations & meetings of the Partner Churches.
8. Serve on at least one committee; recruit volunteers when needed for committee work.
9. Fulfill Board and committee obligations in a responsible & timely manner.
10. Become an authorized signer on bank accounts. Sign checks ONLY after verifying the attached documentation is complete and accurate. Ask questions for clarification when needed. Report discrepancies immediately to the Board Treasurer or President.
11. Contribute financially on a personally meaningful level and encourage others to do the same. Assist with fundraising activities.
12. Place the well-being of the organization above your own personal agenda for Love INC.
13. Respect the confidentiality of executive session and the work of the Board. Speak for the organization only when authorized to do so.
14. Participate in Annual Board Self-Evaluations.
15. Disclose any real or potential “conflicts of interest” to the Board as soon as aware of their existence. Complete and sign the conflict of interest statement annually.
16. Plan and Sponsor at least one fundraising event each year with the help of the staff and other board members as needed.