

Board Member Expectations and Responsibilities

1. Establish the annual and long-range goals of; and monitor the achievement and outcomes of the established organizational goals;
2. Actively participate on a standing or ad hoc committee as appropriate;
3. Review, when appropriate, governing documents of Wholespire, including its bylaws, and operating guidelines, and make recommendations for amendments to such documents as needed;
4. Give preliminary study to all relevant matters and, if necessary, delegate the work to an appropriate standing or ad hoc committee for further study, review, and recommendation;
5. Receive and review reports and recommendations from all committees, and act on these recommendations as necessary;
6. Ensure adherence to all applicable federal, state and local laws and regulations including, but not limited to laws governing tax exempt organizations, employment laws, lobbying and reporting laws, among others.
7. Ensure that the organization's budget is properly managed and that proper judgment is used in all business and financial transactions;
8. Actively participate in fundraising activities; and
9. Be the public face of Wholespire to the community-at-large.

Expectations

The term of office is three (3) years. Board members should expect to spend an average of 3-4 hours a month on Board related activities. This time includes reviewing Board correspondence, preparation and attendance at Board meetings, fundraising, and active involvement on at least one committee.

Attendance

Attendance at Board Meetings is expected. Any absence should be communicated in advance to ensure that a quorum can be present. Failure to attend three consecutive meetings can result in removal from the Board.

- Annual Board retreat (all day in person to take place of one quarterly meeting)
- Quarterly meetings (currently scheduled via Zoom on the 3rd Thursday of the second month of each quarter 10am-noon)
- New Board of Directors will be required to attend orientation in January following their election.

Financial Support

Board members are expected to contribute to Wholespire through making a personal financial gift within their means, identifying and cultivating relationships with potential donors, helping to organize and attend special events, and/or thanking donors and grantors.