



Supporting vibrant Montessori education in Oregon and SW Washington since 1978

Board Member Responsibilities

Basic Principles of a Board

- You have an important stewardship role.
- It is your responsibility to be "caretakers" of the organization and to be the intermediary for the community.
- Communities expect nonprofits to be well-managed. It is your job to assure that happens.
- You are responsible for carving the path for a healthy, thriving organization and for assuring its financial wellbeing.
- A nonprofit organization is not "owned" by any one person or group of persons. The Board of Directors holds the organization "in trust" for the good of the whole community.

Purposes of Board Meetings

- To hear about progress in the achievement of the various objectives of the organization.
- To hear reports of Board committees and to make policy decisions, where required, based on committee reports.
- To make policy decisions
- To inspire Board members toward greater service.
- To provide a vehicle for Board members to meet other Board members, and for Board members to meet staff.
- To maintain control over the organization and to give guidance to committees.
- To legitimize.
- To communicate
- To coordinate, to organize and to plan
- To meet legal requirements for board meetings.

Adapted from Conrad, William R, and William R. Glenn, *Effective Voluntary Board of Directors*, Chicago: Swallow Press, 1976.

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