

Board Member Responsibilities

Board Member

Board members are expected to actively carry out the following responsibilities:

- I. Attend board meetings as scheduled. Excessive absences, as per the agency By-Laws (over 75%), will be considered an indicator that the member is no longer able to serve as a member of the Board of Directors.
- II. Serve on Steering Committee for my county.
- III. Help to carry out the Board's charge to assure fiscal responsibility and adequate financing of the agency by:
 - A. Holding title to all properties and funds of CASA and serving as trustees for the properties and funds.
 - B. Ensuring that financial reports, an audit, and other necessary documents are prepared as requested.
 - C. Approving an adequate budget for each fiscal year.
 - D. Actively participating in financial development activities by:
 - i. Making financial contributions to the agency to the best of the board member's ability.
 - ii. Actively participating in fund-raising activities.
 - iii. Interpreting the agency's financial needs to the community at large.
- IV. Maintaining an accurate knowledge of the agency and its work.
- V. Being a positive spokesperson for the agency
- VI. Actively supporting the mission of the agency including having a firm belief in a child's rights to a safe permanent home.

In exchange a Board member has a right to expect:

- I. Receipt of adequate information about the agency to ensure that informed decisions can be made.
- II. Receipt of accurate financial reports.
- III. Timely answers to questions.
- IV. To be treated in a courteous respectful manner.
- V. That their time will be respected and used wisely.
- VI. To be assigned responsibilities that help to foster a sense of self-satisfaction and a sense of contribution.
- VII. To be provided leadership development opportunities.