

SourcePoint

Board Member Role and Responsibilities

The Board of Directors of SourcePoint believes that an effective board is crucial to the well-being of this nonprofit organization. Our success depends on each board member's level of attention, commitment, and active participation and support of SourcePoint in its fulfillment of its mission, vision, and values.

SourcePoint's mission is to help our community set a course to live well after 55.

SourcePoint's vision is a community where every person 55 and over is empowered to live life to the fullest.

SourcePoint's values are:

- Respect: We recognize and uphold the diversity of the community and the dignity of each person.
- Compassion: We care for people and their families with empathy.
- Interdependence: We work cooperatively in a spirit of trust and collaboration.
- Excellence: We strive to achieve the highest standards of performance, care, and integrity.
- Stewardship: We use resources effectively and responsibly.
- Advocacy: We aspire to represent the best interests of the individuals we serve.

In accordance with this philosophy, the following statements regarding board member role and responsibilities are outlined below as guidance to all board members of SourcePoint. These statements are elaborated on in the Board Policy Manual.

Board Member Role

SourcePoint's board is both responsible and liable for SourcePoint. SourcePoint's board and the law require every board member to follow the rule of the reasonably prudent person and the principle of good faith. In general, the role of the board is to act strategically in the best interest of the corporation, its mission, vision, and values. This is accomplished through establishing board policy, ensuring that policy is being implemented, actively assisting in raising financial support and other resources, overseeing, and controlling expenditures of the corporation through budget approval, and monitoring and evaluating the performance of the chief executive officer and the corporation.

To be eligible to serve on the board of directors, an individual must either reside *or* work in Delaware County, unless an exception is made by the board. In addition, individuals must not have a family member who is the chief executive officer, chief executive officer's direct reports, human resources leader at SourcePoint, or who holds a position with a significant financial relationship with SourcePoint. *(A family member is defined as a spouse, domestic partner, parent, grandparent, child, grandchild, brother, sister, and the corresponding in-law and/or step relationships and other family member residing in the same household.)*

Directors must have the time and resources to fulfill the responsibilities outlined below:

Board of Director Responsibilities*

1. Establish, understand, and help to attain the mission of SourcePoint.
2. Understand and support the vision and values of SourcePoint, striving to see diversity, inclusion, and equity in connection with our vision for the benefit of those we serve.
3. Act strategically and in accordance with the policies, guidelines, and rules of the board.
4. Attend and be punctual at all board and committee meetings. If unable to attend, give early notice to board president or appropriate staff person.
5. Be involved at all meetings, ask questions, discuss, and participate in the decision-making process. When you are not clear on facts, ideas, or suggestions, ask for clarification. Be mindful to not take too much of the meeting time for items that could be accomplished before or after the session.
6. Be informed about the background of issues to discuss them responsibly. Read your board meeting packet and do necessary homework prior to the meeting.

7. Speak out on ideas you do not favor – silence is often interpreted as consent.
8. Understand the roles and responsibilities of the board and staff.
9. Know and maintain the lines of communication between board and staff.
10. Understand the financial statements presented. As a board member, you are responsible for the financial oversight and stability of the organization.
11. Maintain the confidentiality of board business.
12. Avoid conflicts of interest and communicate potential conflicts.
13. Maintain high ethical standards.
14. Participate in the recruitment of new board members.
15. Financially support SourcePoint by participating in fundraising efforts and assist in identifying prospective donors.
16. Participate in special events sponsored by the organization.
17. Attend periodic training sessions scheduled to enhance the skills, abilities, and self-confidence of board members.
18. Advocate on behalf of the organization in the community.

**The Board of Directors has adopted a Board Policy Manual, which all new board members receive, and which provides more specific guidance regarding their specific role and responsibilities. This manual will be distributed during your orientation.*