

Sustainable Connections Board Member Roles and Responsibilities

As a Board member,

I understand and am committed to the vision and mission of SC. To ensure that the organization is able to attain its vision and mission, I recognize that I am responsible for the health and well-being of the organization.

Mission:

Sustainable Connections advances a regenerative local economy that builds community, strengthens food systems, catalyzes climate solutions, and expands access to housing in NW Washington.

Vision:

We envision a region of informed and engaged communities where all people have access to fresh local food, live in affordable and healthy housing, make a living doing what they love, and have the lightest possible impact on the environment. We make this vision a reality by leading the transition to a regenerative local economy. **Regenerative economies** move away from extractive business models and work in harmony with nature and society to foster ecological restoration, community resilience, and social equity.

- 1.) It is my responsibility to have a high-level understanding of all policies and programs of Sustainable Connections and to monitor their implementation.
- 2.) It is my responsibility to monitor and understand Sustainable Connections' budget – taking an active part in reviewing the budget and fundraising strategies to meet that budget.
- 3.) The Board is responsible for overseeing and managing the financial resources effectively of Sustainable Connections. I will actively engage in developing the financial resources for Sustainable Connections in whatever ways are best suited to me. These may include providing contacts, recruiting members, writing letters of support, helping with special events, or individual, corporate or foundation solicitations.
- 4.) Being on the Board of Sustainable Connections involves a time commitment. I will attend at least 80% of board meetings during the year and be available for phone and/or e-mail consultation with other board members or staff. If I cannot attend a board meeting it is my responsibility to notify the board president or executive director prior to the meeting. It is also my responsibility to find out what occurred during the meeting and what actions were taken by contacting another board member or the executive director. I understand that for most board members, commitment to this board will involve an average of 6-8 hours/month of time during the year (board and committee meetings, reviewing board packets, annual retreats and events, etc.).
- 5.) I will actively work to enhance the public image of Sustainable Connections.

- 6.) I will bring a sense of professionalism, empathy and understanding to the Board's deliberations.
- 7.) I will maintain the confidentiality of the Board's executive sessions.
- 8.) I understand and abide by the Conflict of Interest and External Communications policies.
- 9.) I will serve on at least one committee of the board. Board committees include Executive, Finance, Board Development, Fundraising, DEI (Diversity, Equity, and Inclusion), and Ad Hoc Committees as created.
- 10.) I will actively support the organization's commitment to diversity, equity and inclusion (DEI) in all aspects of governance, programming, and partnerships.
- 11.) I will maintain independence and objectivity and do what my sense of fairness, ethics, and personal integrity dictates.
- 12.) I will serve for the best interest of Sustainable Connections as a whole rather than for any special interest group or constituency.
- 13.) I understand that authority is granted to the board as a whole. I understand that I, as an individual board member, I have no authority.
- 14.) I understand that the required functions, including minimum legal functions, of the Board include the following:
 - a. Approves Executive Director's job description
 - b. Selects and annually evaluates the Executive Director, including approving salary adjustments
 - c. Approves and monitors annual budget
 - d. Receives financial statements regularly
 - e. Authorizes all bank accounts and all borrowing by the corporation
 - f. Determines and monitors Sustainable Connection's programs and services.
 - g. Review and support annual funding plan
 - h. Annually, elects officers, holds meetings, and evaluates its own performance
 - i. Ensures that minutes of all board meetings are maintained
 - j. Ensures that annual corporation reports are submitted
 - k. Understands laws regulating nonprofit organizations.
 - l. Is informed of and approves all political activities.

Board members understand that no rigid standards of measurement and achievement have been formed. We trust each other to carry out the above agreements, each in our own way. Board members understand that if they fail to act in good faith consistent with the roles and responsibilities outlined above, they must submit a letter of resignation or may be removed by a vote of the Board.

In turn, Sustainable Connections is responsible to the board for the following:

- 1.) Sustainable Connections will provide clear and current information relating to the mission, programs, policies, legal status, board activities, risks, and staffing.

- 2.) Sustainable Connections will provide without request, at minimum, quarterly financial reports, which allow the board to meet the "prudent person" section of the law.
- 3.) The Executive Director will be available to discuss Sustainable Connections mission, programs, policies, goals and objectives.
- 4.) Sustainable Connections staff will respond in a straightforward and thorough fashion to any questions board members have, which they feel are necessary to carry out their fiscal, legal or moral responsibilities to the organization.
- 5.) Sustainable Connections will give reasonable notice for all board and committee meetings.

Name

Signature

Date