



## The LWVMA Board of Directors

Revised November 2018

While day-to-day operations of the LWVMA are led by its Executive Director (ED), the Board of Directors (BOD) provides mission-based leadership and strategic governance dealing with issues central to the LWVMA's long term success. Each Officer and Director is expected to acquire an understanding and appreciation of the history and mission of the League of Women Voters and to work in support of that mission. Each Member of the Board is expected to demonstrate high ethical standards and integrity in his or her personal and public conduct. Members' responsibilities include:

### 1. Board Leadership, Governance and Oversight.

- a) Serving as advisors to the Executive Director (through the President/Co-Presidents) as the ED develops and implements the Board's strategic plan;
- b) Reviewing outcomes and metrics created for evaluating the League's performance and effectiveness;
- c) With the Board, annually evaluating the ED's performance and reviewing it with her (through the President/Co-Presidents).

### 2. Financial Responsibility

- a) Actively participating with the Board to provide fiduciary oversight for LWVMA fundraising efforts, including the formulation of an annual fundraising plan. Fundraising is critical to LWVMA as a nonprofit entity and is a Board responsibility.
- b) Contributing to the LWVMA's fundraising efforts. As individuals, Directors are expected to consider LWVMA a philanthropic priority commensurate with their capacity to give.

### 3. Board Attendance, Committee Work, and Sharing of Expertise.

- a) Regular attendance and participation in Board meetings. Board meetings occur at least four times per year. Consistent Board meeting attendance provides critical governance oversight by the Board and is required. The current 2018-2019 BOD is scheduled to meet eight times. At its first meeting of the year, the Board determines when it will meet and which meetings will be on weekdays, in the evening, weekends, or via electronic/webinar formats. In setting times, locations and formats for meetings, the Board will make a good faith effort to accommodate members with limited availability and lengthy travel times, for example, by scheduling more meetings in electronic formats.
- b) Participation in committees. Much of the business of the Board is accomplished in committees, which typically meet four to six times per year. Directors are expected to join and participate in meetings of at least one committee. Attendance may be effected electronically via conference call-in, etc.
- c) Consulting on League activities. In addition to Board and committee work, Directors contribute significantly through their work on special projects or by making themselves available, when called



upon, for consultation with management, committee chairs, local Leagues, or the Board on issues on which they have special knowledge, experience, or expertise.

4. General Expectations and Responsibilities.

Each Board member is expected to:

- a) Participate effectively in Board meetings, including articulating and responding to alternative viewpoints;
- b) Be willing and able to devote the time required to be an effective Board member;
- c) Commit to attend annual events designated for Board members, such as an annual Board retreat, general League membership events and other special events as requested;
- d) Participate in periodic Board member self-evaluations and annual Board evaluations, and be open to constructive criticism on performance as a Board member;
- e) Adhere to LWVMA policies applicable to Board members, including maintaining the confidentiality of information, the League non-partisan policy, and conflict of interest disclosure procedures;
- f) Be willing to consider new ideas and changes in historic practices, consistent with the mission, principles, and values of the LWVMA;
- g) Engage and empower local League and committee members by creating an environment in which they feel connected to and indispensable to the state League.
- h) LWVMA's Board members, both Officers and Directors, serve either a one- or two-year term and are eligible for re-appointment.
- i) Officers and Directors on the LWVMA Board are not compensated. There may be instances when a Board member or Officer is reimbursed for travel or meeting expense. The Co-Presidents/Treasurer will review and approve such instances.