

Statement of Individual Board Member Responsibilities

General Expectations

Know the mission, purposes, goals, policies, programs, services, strengths, and needs of United Way of Kentucky.

Serve in leadership positions or undertake special assignments willingly and enthusiastically when asked.

Avoid prejudiced judgments on the basis of information received from individuals and urge those with grievances to follow established procedures for airing them. All matters of potential significance should be called to the attention of the President and Chairman of the Board.

Follow trends in the United Way of Kentucky field of interest.

Bring a sense of humor to United Way of Kentucky Board deliberations.

Suggest possible nominees to the Board who are clearly men and women of achievement and distinction and who can make significant contributions to the work of the Board and the organization's progress.

Meetings

Prepare for and participate in Board and committee meetings, including appropriate organizational activities.

Ask timely and substantive questions at Board and committee meetings consistent with your conscience and convictions, while supporting the majority decision on issues decided by the Board.

Maintain confidentiality of the Board's executive sessions, and speak for the Board only when authorized to do so.

Suggest agenda items periodically for Board and committee meetings to ensure that significant policy-related matters are addressed.

Relationship with Staff

Counsel the President as appropriate to offer support in his or her often difficult relationships with groups or individuals.

Avoid asking for special favors of the staff, including special requests for extensive information, without the prior consultation with the President, Board Chair, or appropriate committee chair.

Avoiding Conflicts

Serve the organization as a whole rather than any special interest group or constituency.

Avoid even the appearance of a conflict of interest that might embarrass the Board or organization, and disclose any possible conflicts to the Board in a timely fashion.

Maintain independence and objectivity and do what your sense of fairness, ethics, and personal integrity dictate even though you are not necessarily obliged to by law, regulation, or custom.

Never accept or offer favors or gifts from or to anyone who does business with the organization.

Fiduciary Responsibilities

Exercise prudence with the Board in control and transfer of funds.

Faithfully read and understand the organizations financial statements and otherwise help the Board fulfill its fiduciary responsibility.

Fundraising

Give an annual gift according to your personal means to the local United Way of your choice.

Support the United Way of Kentucky by encouraging full membership and support by the local United Ways in Kentucky.

Assist the staff and volunteers of United Way of Kentucky by implementing fund-raising strategies through personal influence with corporations, individuals, state government and foundations, when appropriate.

Excerpted from "Ten Basic Responsibilities of Nonprofit Boards" by Richard T. Ingram.