

Policy: Board of Directors

Policy Number: BD01

Effective Date: 7/1/21

Board Approved: 6/29/21

Editions: 6/24/14, 11/18/14, 1/24/17

The ELCFV Board of Directors act as stewards of the organization's assets and must exercise due diligence to oversee that the ELCFV is well-managed and that its financial situation remains sound. In addition, Board members are responsible for the following:

1. **Determine Mission and Vision.** It is the Board's responsibility to create and review a statement of mission and vision that articulates the ELCFV's goals, means and primary constituents served.
2. **Select the Chief Executive Officer.** Board members must reach consensus on the Chief Executive Officer's responsibilities and conduct a careful search to find the most qualified individual for the position.
3. **Support and Evaluate the Chief Executive Officer.** The Board should ensure that the Chief Executive Officer has the moral and professional support he or she needs to further the goals of the ELCFV. The Chief Executive Officer oversees staff.
4. **Ensure Effective Planning.** The Board must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals.
5. **Monitor and Strengthen Programs and Services.** The Board's responsibility is to determine which programs are consistent with the ELCFV's mission and monitor the outcomes.
6. **Ensure Adequate Financial Resources.** One of the Board's foremost responsibilities is to secure adequate resources for the ELCFV to fulfill its mission.
7. **Protect Assets and Provide Proper Financial Oversight.** The Board must assist in developing the annual budget and ensuring that proper financial controls are in place.
8. **Build a Competent Board.** The Board has a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate their own performance. This includes at minimum:
 - a. Clearance on a level I background screening.
 - b. Completion of required board membership forms.
 - c. Annual commitment to serve as a board member.
 - d. Completion of annual self-evaluation
9. **Ensure Legal and Ethical Integrity.** The Board is ultimately responsible for adherence to legal standards and ethical norms. Business should be conducted in the spirit of transparency, as required by Florida's Sunshine Law.
10. **Enhance the ELCFV's Public Standing.** The Board should clearly articulate the ELCFV's mission, accomplishments, and goals to the public and garner support from the community.