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The Board is the highest leadership body of the Bartlesville Community Foundation. Board members are expected to fulfill their fiduciary duties in guiding the Foundation's mission, ensuring effective governance, and fostering a culture of accountability and collaboration. This document provides a comprehensive overview of the responsibilities and expectations for members of the Board.

BOARD RESPONSIBILITIES

- Determining the mission of the organization and understanding its collective purpose
- Selecting, supporting, and evaluating the performance of the President/CEO
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving and monitoring the organization's programs and services
- Enhancing the organization's public image
- Assessing its own performance as the governing body of the organization
- Ensuring legal and ethical integrity
- Upholding the legal duties and laws regarding nonprofit governance
- Following the organization's bylaws, policies, and board resolutions

INDIVIDUAL MEMBER RESPONSIBILITIES

- Know the organization's mission, policies, programs, and needs, as well as understand its collective purpose
- Faithfully read and understand the organization's financial statements and board material in advance of meetings
- Serve as active advocates and ambassadors for the organization
- Fully engage in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission
- Leverage connections, networks, and resources to develop collective action to achieve the organization's mission
- Give a meaningful personal financial donation
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and influence public policy
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees or task forces
- Engage in learning opportunities to better understand the community we serve
- Respect the experiences of all who bring their voices and lived experiences into the boardroom and the organization
- Sign an annual conflict-of-interest disclosure, and update it during the year, if necessary, as well as disclose potential conflicts before meetings
- Maintain confidentiality about all internal matters of the organization