

# Four Realms of Board Responsibilities

## The Realm of Leadership

1. Vision, Mission, Values, & Culture
2. Board Structure, Renewal and Development
3. Setting organizational policy and procedures
4. Protecting public interest
5. Develop and maintain beneficial relationships, and represent the organization with communities, funders, and key stakeholders
6. Succession Planning

## The Realm of Planning & Evaluation

7. Revise the organization's Strategic Goals at least every 2 – 3 years
8. Review and assess organizational commitments
9. Regular evaluation of progress on Strategic Plan Goals

## The Realm of Financial Oversight

10. Authorize and take ultimate responsibility for detailed budget projections at the beginning of each fiscal year
11. Regular review of revenue and expenses compared to budget
12. Authorize the completion of a financial audit or review after the close of each fiscal year
13. Annual and on-going fundraising efforts - usually directed at building an endowment fund or for special programs or projects

## The Realm of Executive Oversight

14. Take full responsibility for:
  - a. Determining the job description, recruiting, hiring, supporting, and monitoring the CEO/Executive Director
  - b. Developing and implementing a CEO/ED succession plan and ensuring a smooth leadership transition.
  - c. Completing an annual written performance evaluation.
15. Authorize and ensure compliance with legal requirements and contractual obligations

