

One World One Family Chelsea – Expectations of Board Members

April 30, 2021

I understand that as a member of the Board of Directors of One World One Family Chelsea, I have a legal and ethical responsibility to insure that the organization applies best practices in pursuit of its mission. I will act responsibly as a steward of the organization's mission.

To fulfill my responsibility as a board member, I will:

- Pay careful attention to my duties of care, loyalty, obedience to the mission, and confidentiality
- Act in the best interests of the organization and excuse myself from discussions or votes where I have a conflict of interest
- Prepare well for all board and committee meetings by reviewing the agenda and any supporting materials provided prior to the meeting
- Attend board meetings, meetings of committees of which I am a member, and the organization's special events
- Actively participate in board meetings, discussions and events
- Be respectful and open to the potentially conflicting opinions and points-of-view of other board members
- Publicly support all decisions made by the full board, even if the decisions conflict with my own opinion and/or vote.
- Stay informed about the organization's mission, goals, policies and services.
- Act as an ambassador for OWOF informing the community of its mission, vision and values
- Work in good faith with other board members
- Avoid acting independently of the board without prior express permission of the full board.
- Participate in fundraising activities, including providing and cultivating prospective donors and make a donation myself if able.
- Fulfill my fiduciary responsibilities, including reading, understanding and monitoring the financial statements and audit reports provided to me.
- Recognize and acknowledge any potential conflict of interest – generally recognized as financial gain from OWOF decisions for myself or my relatives but can also include relationships I have with organizations that directly work against OWOF's principles and guidelines.

To help me with my responsibilities, One World One Family Chelsea will:

- Provide financial reports and information relevant to agenda items before each board meeting
- Offer me opportunities to discuss the organization's programs, goals, activities and financial status with the board president and officers.
- Help me stay informed of best practices within the nonprofit sector and our areas of business
- Respond in a forthright manner to my requests for information that will help me carry out my duties and responsibilities as a board member