



Genesee Valley Chapter *Responsibilities of the Board of Directors*

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

Participation in the collective responsibilities of the Board of Directors includes, but is not limited to:

1. Maintain “Active” AFP Genesee Valley Chapter membership.
2. Adhere to the Donor Bill of Rights and the Code of Ethical Principles and Standards as given by AFP
3. Formulating the philosophy, mission, and unique values of the AFP-Genesee Valley Chapter
4. Establishing responsive policies that effectively meet the needs of the membership
5. Devising and implementing strategic plans that reflect realistic, but ambitious goals
6. Assessing changing environments in philanthropy and devising proactive strategies to respond to these environments
7. Must attend board meetings or must submit a written request in advance to the President to be excused from any meeting. Any Director who misses three consecutive meetings without providing a written excuse to the President in advance shall forfeit Board membership.
8. Overseeing the effective and efficient use of Chapter funds
9. Reviewing and auditing the Chapter’s financial condition to ensure responsible management and full compliance with accepted professional standards
10. Conducting meaningful and comprehensive self-evaluation of the Board’s performance on a regular basis
11. Evaluating the Chapter Administrator’s performance fairly and constructively against pre-established standards, and setting appropriate remuneration for services provided
12. Recruiting and electing talented and dedicated members to the Board
13. Performing as individual Board members in accordance with the following standards:
 - prepares for and actively participates in all Board meetings, Chapter programs and functions
 - provides thoughtful input to committee chairs and officers of the board
 - serves on standing committees, as appropriate
 - participates in special Board work sessions (i.e. annual planning retreat)
 - annually participates in AFP’s “Be The Cause” campaign as a philanthropic priority to achieve 100% board participation.
 - ensures that the Code of Conduct and Standards of Professional Practice are maintained throughout Chapter membership
 - provides counsel to new members about our profession and those interested in leadership within the organization
 - works to fulfill mission of Chapter and Organization
 - works to ensure fulfillment of President’s Vision and Plan
 - serves as Ambassador of AFP and the Development profession