



## Board Member Expectations

### **Mission Statement**

To promote effective and responsive philanthropy in Black communities.

### **Vision Statement**

ABFE is central to a movement that inspires grantmaking entities, philanthropic individuals and nonprofits in this country to work collectively towards a brighter future for Black communities and the country as a whole.

### **Roles, Responsibilities and Expectations**

Duties include fulfillment of the following roles, responsibilities and expectations:

- Actively engage to achieve ABFE’s mission, policies and programs;
- Model the essential characteristics and core values;
- Establish ABFE as a priority;
- Promote and recruit members and nominees for the Board of Directors;
- Engage members in the field of philanthropy by sharing knowledge and other resources to strengthen the African American community; and
- Bring a sense of humor and vision to the Board’s deliberations.

### **General Expectations**

#### Membership Status:

- Board members must maintain paid institutional membership status on an annual basis

#### Meetings:

- Attend 75% of all board meetings (at least three per year), of which, one meeting must be attended in person;
- Serve on at least one committee;
- Prepare for and actively participate in board and committee meetings as well as ABFE events and programs;
- Maintain confidentiality of the Board’s sessions; and
- Contribute to the content and process of board and committee meetings.

#### Responsibility to Staff:

- Disclose possible conflicts of interest that might compromise the Board or ABFE, and disclose any possible conflicts to the Board in a timely fashion;
- Maintain a professional relationship with staff members; and
- Counsel the President of ABFE as appropriate.

### Fiduciary Responsibilities:

- Make a personal contribution to ABFE of no less than \$1,000 annually. This gift must come from the individual board member as the donor and not his/her institution;
- Faithfully read and understand the organization's financial statements and otherwise help the Board fulfill its fiduciary responsibility; and
- Exercise fiduciary oversight consistent with non-profit law, established standards and organizational policy.

### Fundraising

- Active participation in fundraising for events, programs and general support of ABFE by soliciting contributions from individuals and foundations to meet the collective board development goals; and
- Participate in skill building activities to develop personal capacity for fundraising responsibilities.