



MFFN BOARD OF DIRECTORS

The Board of Directors is the leadership team for the Minnesota Fathers & Families Network and is charged with the overall governance of the organization. There are several fundamental expectations and responsibilities of those individuals serving as members of the Board.

July 2007

EXPECTATIONS AND RESPONSIBILITIES OF BOARD MEMBERS

Each member is expected to:

1. Have a strong belief in the mission of the Network and work toward the accomplishment of the Network's mission.
2. Approve, and amend as needed, the Articles of Incorporation, the Bylaws and the financial policies.
3. Provide leadership to the staff in setting the direction for the Network and for establishing annual and long-term goals.
4. Establish Network policy governing the attainment of the mission and the operation of the organization.
5. Approve the annual budget for the organization. Monitor the financial operation of the Network and approve the financial statements.
6. Work with staff to ensure that there are adequate funds available to conduct the programs and implement the action plan for each year.
7. Serve on at least one committee of the Board.
8. Attend Board meetings on a regular basis.
9. Employ and evaluate the organization's Executive Director.
10. Make an annual financial contribution, of any amount, to support the programs of the Network.
11. Advocate for the Network and its programs and represent the Network throughout the state.
12. Ensure that the Network continues to qualify as a tax-exempt organization and complies with all state and federal regulatory requirements.

FINANCIAL AND TIME COMMITMENTS OF BOARD MEMBERS

It is recognized that Board members come from different socioeconomic levels. With this in mind, each Board member is expected to determine his/her capacity to contribute time, talent and financial resources to the Network.

Each Board member is asked to make an annual financial donation; no specific amount is proscribed or expected beyond the \$20.00 annual MFFN membership fee. By making an annual donation, Board members will demonstrate to the public, the funders and other constituencies that the Board believes in, and supports, the programs of the Network.

As feasible and needed to enable participation at Network activities, the Network will reimburse Board members' travel expenses, within certain guidelines, as requested on a case-by-case basis.

As feasible, Board members are asked to fulfill the following time commitments:

- Regularly attend quarterly day-long Board meetings, held at locations across Minnesota on the second Mondays of March, June, September, and December.
- Attend the Minnesota Fatherhood Summit, the Network's annual conference.
- Attend a New Board Member Orientation at the start of the term.
- Perform additional duties, averaging 1-4 hours monthly, by tele-conference, e-mail, and small group meetings.
- Faithfully serve for the duration of a 3-year term, beginning in January.

I _____ (PRINT NAME), have read and understand the Board expectations and responsibilities of the Minnesota Fathers & Families Network. If I am elected as a Board member, I agree to perform the aforementioned duties to the best of my ability.

Signature: _____ Date: _____

Please return to MFFN:

- by FAX: 651-222-7532
- by MAIL: MFFN / 161 Saint Anthony Ave. Suite 845 / Saint Paul, MN 55103