

Duty of Loyalty: A Guide for Board Members

- Act in the best interest of the organization above all else.
- Establish conflict of interest/whistleblower policies.
- Never use organization information for personal gain.
- Examine all transactions that involve board members or officers.
- Document and disclose any conflicts of interest.

Notes:

Duty of Obedience: A Guide for Board Members

- Ensure the organization carries out its mission.
- Dedicate resources to the mission.
- Compliance with all appropriate laws.
- Ensure timely financial and legal filings.
- Identify, understand, update organization's mission and internal policies.
- Monitor fundraising conducted on behalf of the organization.
- Enhance the reputation of the organization.

Notes:

Duties of Care: A Guide for Board Members

- Attend meetings
- Review organization documents
- Ensure accuracy of board minutes, voting record
- Transparency
- Approval process for fundraising, contracts, etc.
- Strategic planning
- Risk assessment
- Ensure adequate internal financial control procedures/processes
- Be a part of the audit process, as applicable
- Selection /review / development of CEO or organization leader
- Improve board performance
- Encourage board diversity

Notes: