



Impact LA Board of Directors Structure & Roles

POSITION: Board of Directors

TERM: Two (2) Years

The IMPACT LA Board of Directors consists of volunteers who work collaboratively to advance the mission and vision of IMPACT LA.

IMPACT LA's mission is to foster a safe space in underserved communities with resources and impactful services that help to support youth and their families evolve into well-rounded individuals.

General Board of Director Duties:

- Become knowledgeable about the history, mission, vision and purpose of IMPACT LA.
- Make a personal financial commitment of \$500 or more annually.
- Be responsible for raising \$1,000 or more annually through fundraisers, campaigns and grants.
- Attend seventy-five percent (75%) of all quarterly board meetings and respond promptly to meetings, notices and requests.
- Work with the executive director to identify prospective members and donors.
- Visit at least one location where IMPACT LA programs operate and attend at least one event.
- Support and participate in at least one of IMPACT LA's fundraising initiatives.
- Perform other responsibilities assigned by the board chair and board.
- Commit to the work of the organization by serving as a general member or officer.



Board Members (General Description)

Board Members are the foundation of Impact LA's leadership. They provide strategic oversight, support fundraising efforts, and serve as ambassadors for our mission. We are actively seeking individuals with expertise in the following six areas to strengthen and diversify our board:

1. Fundraising & Development

- a. Host or co-host donor cultivation events
- b. Introduce Impact LA to prospective donors
- c. Support fundraising strategies and annual campaigns
- d. Help identify/apply for grants

2. Public Policy or Advocacy

- a. Advocate for child nutrition and food justice at all government levels
- b. Build relationships with policymakers and agencies
- c. Support SB 1383 food recovery implementation
- d. Assist in preparing letters of support or policy documents

3. Marketing & PR

- a. Advise on branding and outreach strategies
- b. Connect with press/media for coverage



Impact LA Board of Directors Structure & Roles

- c. Craft narratives for fundraising or storytelling
- d. Support or serve as a public spokesperson

4. Finance & Accounting

- a. Help with budgeting, forecasting, and sustainability
- b. Interpret financial statements during board meetings
- c. Assist with audits and compliance
- d. Connect us to pro bono accounting or fiscal sponsors

5. Food Systems & Sustainability

- a. Offer guidance on food rescue logistics and storage
- b. Connect with food donors and warehouse partners
- c. Improve delivery/waste reduction systems
- d. Advance sustainable sourcing/environmental practices

6. Education or Youth Programs

- a. Provide insight into program design and youth engagement
- b. Connect with schools or education leaders
- c. Serve as speakers or mentors for youth events
- d. Help evaluate outcomes and impact

Board Officer Roles & Responsibilities

◆ **Chair (or President)**

- Lead all board meetings and ensure effective governance
- Serve as the primary liaison between the board and Executive Director
- Represent Impact LA publicly and in high-level partnerships
- Guide board development and succession planning

◆ **Vice Chair (or Vice President)**

- Support the Chair and step in when the Chair is unavailable
- Assist with governance, strategic planning, or special committees
- Lead special initiatives or help oversee task forces

◆ **Secretary**

- Maintain accurate and accessible board meeting minutes
- Ensure all governance documents are updated and properly stored
- Manage board communications and compliance with bylaws
- Support onboarding of new board members



Impact LA Board of Directors Structure & Roles

Treasurer

- Oversee financial health of the organization
- Present budgets and financial reports at board meetings
- Support audits, filings, and internal controls
- Serve as the finance committee chair or liaison

Impact LA Board Committees (Proposed Structure)

As Impact LA continues to grow, formal board committees will provide focused oversight, strategic input, and specialized leadership to support the organization's operations and mission. Below are the proposed committees and their core responsibilities:

Sustainability & Finance Committee

Purpose: Ensure the long-term financial health and strategic direction of the organization.

Responsibilities:

- Review and recommend approval of the annual strategic plan and long-term organizational goals.
 - Review and recommend approval of the annual operating budget.
 - Monitor quarterly and year-end financial performance.
 - Approve or advise on major expenditures, capital investments, and revenue-generating initiatives.
 - Support long-term sustainability efforts, including funding strategies and risk management.
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Governance & Compliance Committee

Purpose: Ensure strong board performance and legal/ethical integrity.

Responsibilities:

- Review and recommend board policies, position descriptions, and onboarding materials.
- Oversee board development, including recruitment, training, evaluation, and succession planning.
- Ensure compliance with federal and state nonprofit laws and regulations.
- Review executive compensation and benefit structures for fairness and competitiveness.
- Maintain and update bylaws and other key governance documents.



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Programs & Impact Committee

Purpose: Provide strategic oversight of Impact LA's programs to ensure mission alignment and effectiveness.

Responsibilities:

- Annually review program performance and recommend improvements.
- Help set and review programmatic goals, KPIs, and evaluation strategies.
- Support alignment of staff work with board-approved policy and mission objectives.
- Advise on new initiatives, youth engagement strategies, and educational or food access programs.
- Ensure equitable and community-centered program delivery.