

Board Operations, Oversight and Training Policy

Organization: Red Mountain Community Social Club

Effective Date: April 7, 2026

Approved by: RMCSC Board

1. Purpose

The purpose of this policy is to ensure that all members of the Board are adequately prepared to fulfill their fiduciary, legal, and ethical responsibilities. Orientation and ongoing training provide board members with the knowledge, skills, and resources necessary to govern effectively, safeguard the mission, and strengthen organizational impact.

2. Scope

This policy applies to:

- All newly elected or appointed board members (Officers and Directors).
- Current board members who require refresher training or continuing education.
- Committee chairs, as applicable.

3. Orientation for New Board Members

Upon election or appointment, each new board member will participate in an orientation program within 60 days when feasible.

Orientation may include:

- Governance Overview
- Organizational Structure
- Financial Stewardship
- Policies and Compliance

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4. Ongoing Training and Development

Board members are expected to participate in continuing education to remain informed and effective by reviewing assigned organizational policies and documenting their review annually.

When deemed necessary by the President, additional training opportunities may include:

- Strategic planning, team building, governance review or review of applicable organization policies.
- Workshops and webinars: Nonprofit governance and fundraising
- Financial literacy sessions: Overview of nonprofit accounting, audits.
- Legal and compliance updates: IRS regulations, state nonprofit law, and emerging governance standards.
- Peer learning: Sharing best practices and lessons learned from other nonprofit boards or reviewing journal articles.

5. Responsibilities

- President: Oversees orientation and ensures educational opportunities are available.
- Board Members: Commit to active participation in orientation and ongoing education

6. Documentation

- Attendance at orientation and educational sessions will be recorded and maintained with the meeting minutes
- Board members will sign an acknowledgment confirming receipt and their review of the organization's key policies

7. Policy Review

Policies and procedures are reviewed and revised at the direction of the Board President as needed or to align with changes in the law or changes in organizational practices.