



# Women and Family Enrichment

Services of Jacksonville, Inc.

## BOARD MEMBER EXPECTATION STATEMENT

### GENERAL EXPECTATIONS

- Support WFES's mission, purposes, goals, policies, and programs while knowing its strengths and needs.
- Suggest possible nominees to the Board who are men and women of achievement and who can make significant contributions to the work of the Board and the progress of WFES.
- Serve actively on committees of the Board as requested by the Chair.
- Attend activities and events sponsored by WFES whenever possible.

### FUND RAISING

- Make an annual gift to WFES with the understanding of the leadership role the Board plays in fund development.
- Assist WFES with development of and implementation of fund development strategies.
- Make WFES one of your three giving and serving priorities.

### FIDUCIARY RESPONSIBILITY

- Exercise prudence and sound fiscal practices with the Board in the control of and transfer of WFES funds.
- Faithfully read and understand WFES's financial statements and otherwise help the board fulfill its fiduciary responsibility.

### MEETINGS

- Prepare for and participate in WFES's bi-monthly Board meetings and scheduled committee meetings, including appropriate WFES activities.
- Ask timely and substantive questions at Board and committee meetings consistent with personal conscience, convictions, and ethics, while supporting the majority decision on issues decided by the Board.
- Maintain confidentiality of the Board's executive sessions and speak for the board or WFES only when authorized to do so.
- Suggest agenda items for Board and committee meetings to ensure that significant matters are addressed.

### AVOIDING CONFLICTS

- Serve WFES as a whole rather than any special interest group or constituency.
- Avoid even the appearance of a conflict of interest that might compromise the Board of WFES, and disclose any possible conflicts to the board in a timely fashion.
- Never accept or offer any favors or gifts from or to anyone who does business with WFES.