

## **PRUDENTIAL BOARD ROLES & RESPONSIBILITIES**

The following is an overview of the responsibilities associated with this Board. This description is designed to provide general guidelines and should not be viewed as limitations for the Prudential Board. The chapter and/or Prudential Board should feel comfortable adding additional responsibilities, provided those responsibilities are not assumed by another officer, board, or committee.

### **RESPONSIBILITIES:**

- Enforces the constitution and by-laws of the chapter along with any other policies and rules
- Reviews and approves the budget
- Manages financial operations
- Approves officer appointments and committee positions
- Manages the day-to-day operations of the chapter in a proactive manner
- Reviews the performance of the chapter officers and replaces the officers if necessary
- Hires all employees of the chapter
- Provides input on the agenda for the chapter meeting to the President
- Develops a strategic plan and guides the chapter towards achieving this strategic plan through goal setting retreats, periodic evaluations, and assessments
- Meets weekly at a standard time and place this is not directly before or after a chapter meeting
- Seeks input from all members and advisors
- Leads by example
- Speaks with one voice on decisions and presents a united front to the membership
- Hears appeals from standards board decisions
- Prepares and organizes transition materials/saves materials to an online cloud prior to transition