

## Helena Community Gardens Board of Directors Approved 2/4/14

### **Board Member Responsibilities:**

The Board of Directors is a governing body of the Helena Community Gardens. The board promotes the mission, vision, programs, and image of the Helena Community Gardens. Board members will:

1. Determine and review on a regular basis the Helena Community Gardens' mission and vision and strategic plan.
2. Select, support, and evaluate the coordinator.
3. Provide financial oversight including developing an annual budget and financial controls.
4. Provide assurances to the public by sharing information about financial and program integrity.
5. Ensure adequate resources to fulfill the mission. Board members will raise money and give what is for each member a substantial contribution of time fundraising and/or money.
6. Ensure legal and ethical integrity of the organization.
7. Recruit and orient new board members.
8. Assess board performance.
9. Enhance the public standing and garner support from the community.
10. Determine, monitor and strengthen programs and services consistent with the Helena Community Gardens' mission.

### **Board culture:**

- Board typically meets once a month for 90 minutes. Board members should attend meetings unless excused by the chair, present at meetings as much as possible.
- Board members have a passion for and dedication to the mission and vision.
- Board members take an active role in fulfilling the mission.
- Board members typically serve on at least one committee. Committees usually meet monthly or more often.
- We try to come to consensus in our decision-making regarding important decisions and try to find a solution all can support. This is a cultural preference rather than a by-law.
- Respectful behavior and norms include listening to everyone, giving everyone an opportunity to express opinions, all points of view are honored. We listen.
- Conviviality is central to our vision. Meetings typically include sharing food.
- We strive to have the board reflect the diversity of the group we serve. We value perspectives from a wide range of experiences and skills.