+2019

Purpose: To provide the Board of Trustees with clear expectations for their service and inform them about their legal and fiduciary responsibilities.

The prime directive is to promote mission fulfillment while ensuring the organization remains in good standing in the state of New Jersey, and as a public charity (501(c)(3) organization and otherwise in accordance with applicable law, the Certificate of Incorporation and the By-Laws.

The Board of Trustees will meet regularly to conduct its business and fulfill its duties in accordance with its By-Laws, with a minimum of four meetings per year. Board members are provided with adequate notice of the meeting as well as adequate notice of the agenda with background information provided in advance in order to make sound decisions.

The board member responsibilities include:

* Formulate key policies and strategic goals, focusing both on near-term and longer-term challenges and opportunities.
* Authorize major transactions or other actions.
* Oversee matters critical to the health of the organization.
* Evaluate and help manage risk.
* Steward the resources of the organization for the longer run, not just by carefully reviewing annual budgets and evaluating operations but also by encouraging foresight through several budget cycles, considering investments in light of future evolution, and planning for future capital needs.
* Mentor senior management, provide resources, advice and introductions to help facilitate operations.

In order to be active and productive members of the Great Swamp Watershed Association board, trustees will:

* Accept a three-year term of office with the expectation of serving a second term (with a two term limit);
* Be active advocates of GSWA and its mission;
* Attend Board meetings and other Board events as scheduled;
* Commit to supporting the financial health of the organization. Make a personal contribution to the best of one’s ability and or play a primary role in soliciting significant donations from others and aid in GSWA fundraising efforts;
* Attend the Annual Gala and encourage the participation of others;
* Actively serve on at least one committee of the Board;
* Attend at least two GSWA-sponsored programs per year;
* Encourage others to become members and attend events;
* Acknowledge and comply with GSWA’s Conflict of Interest policy;
* Recommend other individuals to join the GSWA Board of Trustees.

Board of Trustee Training:

A Board Book with the necessary information to perform their duties is available under the Board Portal of the GSWA website at greatswamp.org.

Board training will include a meeting with staff near the start of the term in order to establish a better understanding of the organization, employees and mission.

2019