

# BOARD MEMBER REQUIREMENTS

- I. *Governance Duties & Voting:* Board members are responsible for organizational governance, program oversight, and long term planning for The Body Political. Board members are expected to participate in discussions regarding governance issues and vote in the best interest of the organization. If a member has a conflict of interests, or feels they cannot vote in the organization's best interest, then they must recuse themselves from voting.
- II. *Special Projects:* Board members are responsible for special projects or roles in the organization based on their expertise. Board members are expected to complete their projects in a timely manner and present their projects at Board meetings.
- III. *Communication:* Board members are expected to maintain regular, consistent communication with the organization's Co-Directors and other Board members. This includes responding to meeting scheduling inquiries in a timely manner.
- IV. *Meetings:* Board members are expected to attend at least 75% of The Body Political meetings, in person or via Zoom. The Body Political holds 4 meetings a year, on a quarterly basis. Board members are also expected to review agenda, meeting schedule, and reports ahead of time and be well informed of meeting items.
- V. *Time Commitment:* Board Members are expected to work a minimum of 50 hours a year, outside of Board Meetings.
- VI. *Promotion of Organization:* Board Members are expected to promote the organization's events, fundraising campaigns, and social media content.
- VII. *Length of Service:* Board members are required to commit 2 years to the organization. After 2 years, Board members may renew their commitment for an additional 2 years, upon mutual agreement of the member and organization. Exiting Board members will nominate and train their potential replacement from Jr. Board Members starting six months prior to their final Board meeting.
- VIII. *Fiduciary Responsibility:* Board members are expected to contribute or raise at least \$250 annually for the organization through activities including personal donations, fundraising, sponsorships, grant writing, or event organization. In-kind donations of goods and services will be evaluated on a case by case basis. If the financial commitment is an obstacle for you, we can discuss other non-monetary options.

IX. *Fees:* The Board position is pro bono and the member cannot request payment for its services. Any costs incurred as a result of the position can be submitted to the organization for reimbursement. For example, if you participate in the casting panel as a paid position, those hours cannot be put towards your annual time commitment.