



NSCP Board of Directors Duties and Annual Attestations

Determine mission and purpose

I understand it is my responsibility to support the organization, the mission, vision, and value statements of NSCP.

Abide by the legal obligations of Duty of Care, Duty of Loyalty and Duty of Obedience

Duty of Care: Requirement that Board members be reasonably informed about the organization's activities, participate in decisions, and do so in good faith and with the care of an ordinarily prudent person in similar circumstances.

Duty of Loyalty: A requirement that a Board member remain faithful and loyal to the organization and avoid conflicts of interest.

Duty of Obedience: A requirement that a Board member remain obedient to the central purposes of the organization and respect all laws and legal regulations.

Ensure Effective Strategic Planning

I understand that I must actively participate in the overall strategic planning process and support the implementation and monitoring the goals and programs of the plan.

Protect assets and provide proper financial oversight

As a Board member, I must review the annual budget and ensure that proper financial controls are in place.

Build a competent Board

I have a responsibility to assist in orienting new members and periodically evaluating the performance of the Board.

Enhance NSCP and its memberships' public standing

I understand the Board should clearly articulate NSCP's mission, accomplishments and goals to the public and engage in outreach for the benefit of NSCP and its membership. Board members should serve as an active advocate and ambassador for NSCP and fully engage in identifying and securing new and renewing members and partnerships necessary for NSCP to advance its mission.

Support and evaluate the Chief Executive Officer

As a Board member, I am committed to evaluating the Chief Executive Officer's performance with integrity and intention, while offering moral and professional support needed to advance NSCP's mission and strategic initiatives.

Abide by NSCP's Board Participation Policy

Bi-Monthly Board Meetings: The Board expects you to adhere to NSCP's Board Participation Policy and that you attend all scheduled Board meetings via conference calls. These meetings are vehicles, not only for reaching decisions on strategic, financial, governance and mission-driven initiatives but also guide the organization's direction and ensure accountability. If an urgent matter arises, a special Board Meeting may be scheduled.

Prior to each Board Meeting, a reminder notice will be sent to you via e-mail. An agenda and corresponding exhibits necessary to provide the background you will need to participate in the discussion and vote on an agenda item, if required, will be uploaded to the Board of Directors Community Library within the NSCP Member Center prior to each call.

Annual Board Meeting: The NSCP Board also has one annual "in-person" Board meeting on the Sunday of the annual National Conference. All Board Members are required to attend this "in-person" Board Meeting. If you cannot attend a meeting, please be sure to notify the Chair, CEO, and the NSCP designated staff.

Participation in NSCP Conferences and Educational Offerings

National Conference

The Board expects you to be present during the NSCP's Business Meeting and Awards Luncheon at the National Conference. Members who elected you will want to see that you are interested enough in NSCP and its activities to attend the entire National Conference, whether or not you have been invited to speak. As a Board member, your conference registration fees are waived. However, NSCP generally does not cover travel and hotel expenses connected with a Board member's attendance at Conferences.

Spring Conferences/Events: You are encouraged to attend at least one Spring Conference or NSCP sponsored event (again, whether or not you are invited to speak) for the same reasons stated above.

As a Board member, your conference registration fees are waived. However, NSCP generally does not cover travel and hotel expenses connected with a Board member's attendance at Conferences.

Staff Assistance

In connection with responding to NSCP members' compliance-related questions, the Board expects you to make yourself available to NSCP Staff members in need of your expertise. You are also urged to help NSCP membership continue to grow by supplying the Staff with names and addresses of persons who might be interested in becoming NSCP members.