



**DETERMINE MISSION AND PURPOSE.** It is the board's responsibility to create and review a statement of mission and purpose that articulates the organization's goals, means, and primary constituents served.

**SELECT THE CHIEF EXECUTIVE.** Boards must reach consensus on the chief executive's responsibilities and undertake a careful search to find the most qualified individual for the position.

**SUPPORT AND EVALUATE THE CHIEF EXECUTIVE.** The board should ensure that the chief executive has the moral and professional support he or she needs to further the goals of the organization.

**ENSURE EFFECTIVE PLANNING.** Boards must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals.

**MONITOR AND STRENGTHEN PROGRAMS AND SERVICES.** The board's responsibility is to determine which programs are consistent with the organization's mission and monitor their effectiveness.

**ENSURE ADEQUATE FINANCIAL RESOURCES.** One of the board's foremost responsibilities is to secure adequate resources for the organization to fulfill its mission.

**PROTECT ASSETS AND PROVIDE PROPER FINANCIAL OVERSIGHT.** The board must assist in developing the annual budget and ensuring that proper financial controls are in place.

**BUILD A COMPETENT BOARD.** All boards have a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate their own performance.

**ENSURE LEGAL AND ETHICAL INTEGRITY.** The board is ultimately responsible for adherence to legal standards and ethical norms.

**ENHANCE THE ORGANIZATION'S PUBLIC STANDING.** The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community.