



MAC Board of Director Position Description

The Minnesota Alliance on Crime (MAC) Board of Directors member terms are three (3) years in duration and a member may, if ratified by membership, serve up to two (2) consecutive terms. MAC Board members are expected to provide a time commitment of five to ten hours per month to ensure all duties are fulfilled; and provide additional time as needed for special events and projects. MAC Board meetings are on the second Thursday every other month. Meetings normally last three hours and are held during the day via Zoom.

Expectations of the Board as a Whole:

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- Determining the mission, core values, and purpose of the organization;
- Selecting and evaluating the performance of the Executive Director;
- Strategic and organizational planning;
- Ensuring strong fiduciary oversight and financial management;
- Fundraising and resource development;
- Approving and monitoring MAC's programs and services;
- Enhancing MAC's public image; and
- Assessing its own performance as the governing body of MAC.

Expectations of Individual Board Members:

- Understand these three fundamental legal duties:
 1. **Duty of Care** — Participate actively in making decisions on behalf of the organization and exercise the best individual judgment while doing so.
 2. **Duty of Loyalty** — Put the interests of the organization before individual personal and professional interests when acting on behalf of the organization in a decision-making capacity.
 3. **Duty of Obedience** — Ensure that the organization complies with applicable federal, state, and local laws and adheres to its mission.
- Know the organization's mission, goals, policies, programs, services, strengths, and needs.
- Follow trends in the organization's field of interest.
- Read and understand the organization's financial statements.
- Serve as an active advocate and ambassador for the organization, and fully engage in identifying and securing the financial resources and partnerships necessary to advance its mission.
- Leverage connections, networks, and resources to help the organization fully achieve its mission.
- Give a personal financial donation.
- Help identify connections that can benefit the organization's fundraising and reputational standing and influence public policy related to the organization.
- Prepare for, attend, and conscientiously participate in board meetings.
- Participate fully in one or more committees.
- Follow the organization's bylaws, policies, and board resolutions.
- Sign an annual conflict-of-interest disclosure, update it during the year if necessary, and disclose potential conflicts before meetings and actual conflicts during meetings.
- Maintain confidentiality about all internal matters of the organization.

I have read and agree to promote MAC's mission and core values; and execute the duties and responsibilities of a member of the Board of Directors for the duration of my tenure.

Signed: _____ Date: _____