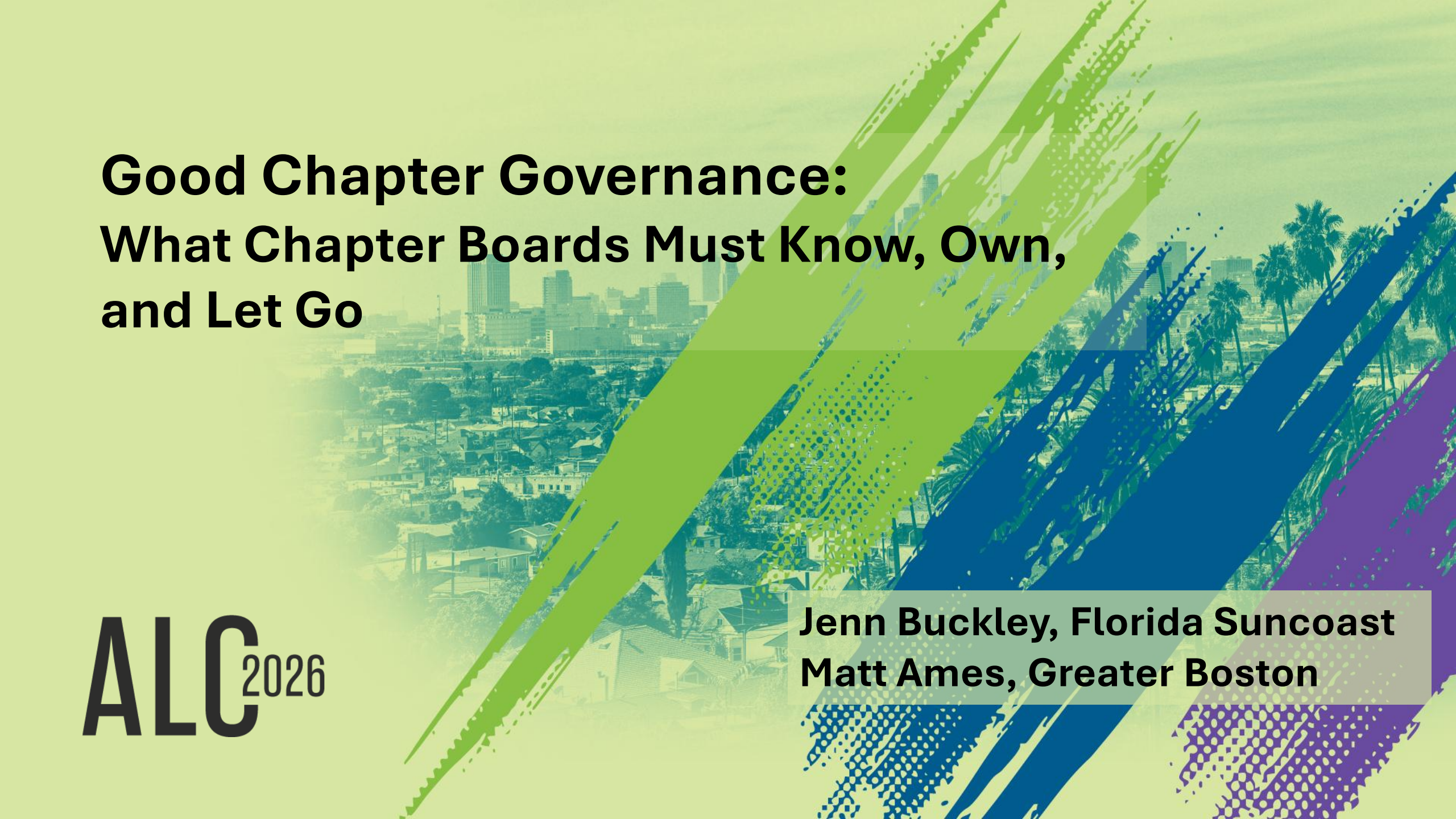




Good Chapter Governance: What Chapter Boards Must Know, Own, and Let Go

ALC²⁰²⁶

**Jenn Buckley, Florida Suncoast
Matt Ames, Greater Boston**

Agenda



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- **Welcome & Context**
- **Why Governance Matters**
- **Governance Framework**
- **Governance Documents**
- **Fiduciary (Legal) Duties**
- **Goal Setting**
- **Board Responsibilities**
- **Strategic Planning**
- **Reflection**
- **Application Activity**
- **Wrap & Takeaways**
- **Evaluation**



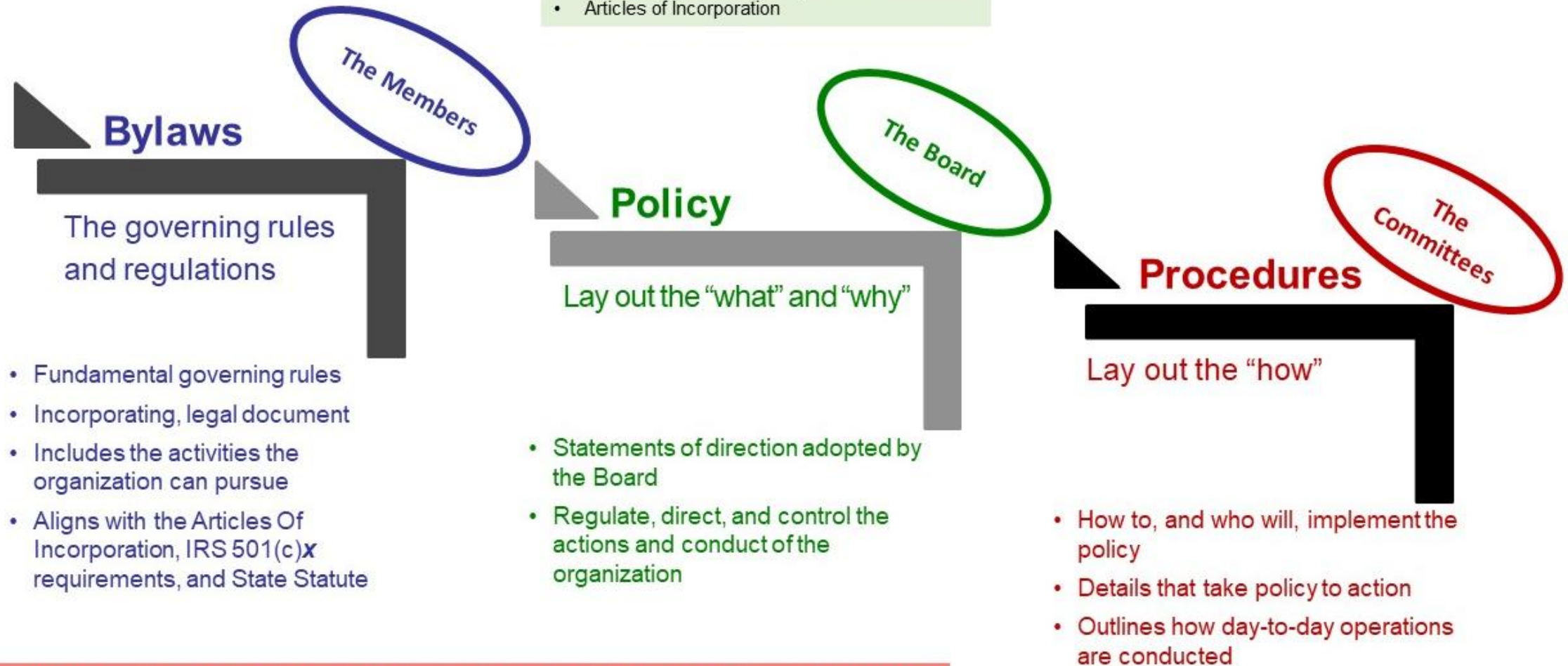
Why Governance Matters

- 1** Explain the purpose of the different governance documents: AOs, Bylaws, Policies, Procedures
- 2** Identify which information belongs in each type of governance document
- 3** Explain the three legal duties of a not-for-profit Board member
- 4** List the ten basic responsibilities of a not-for-profit Board

Governance Framework - Bylaw, Policy, Procedure

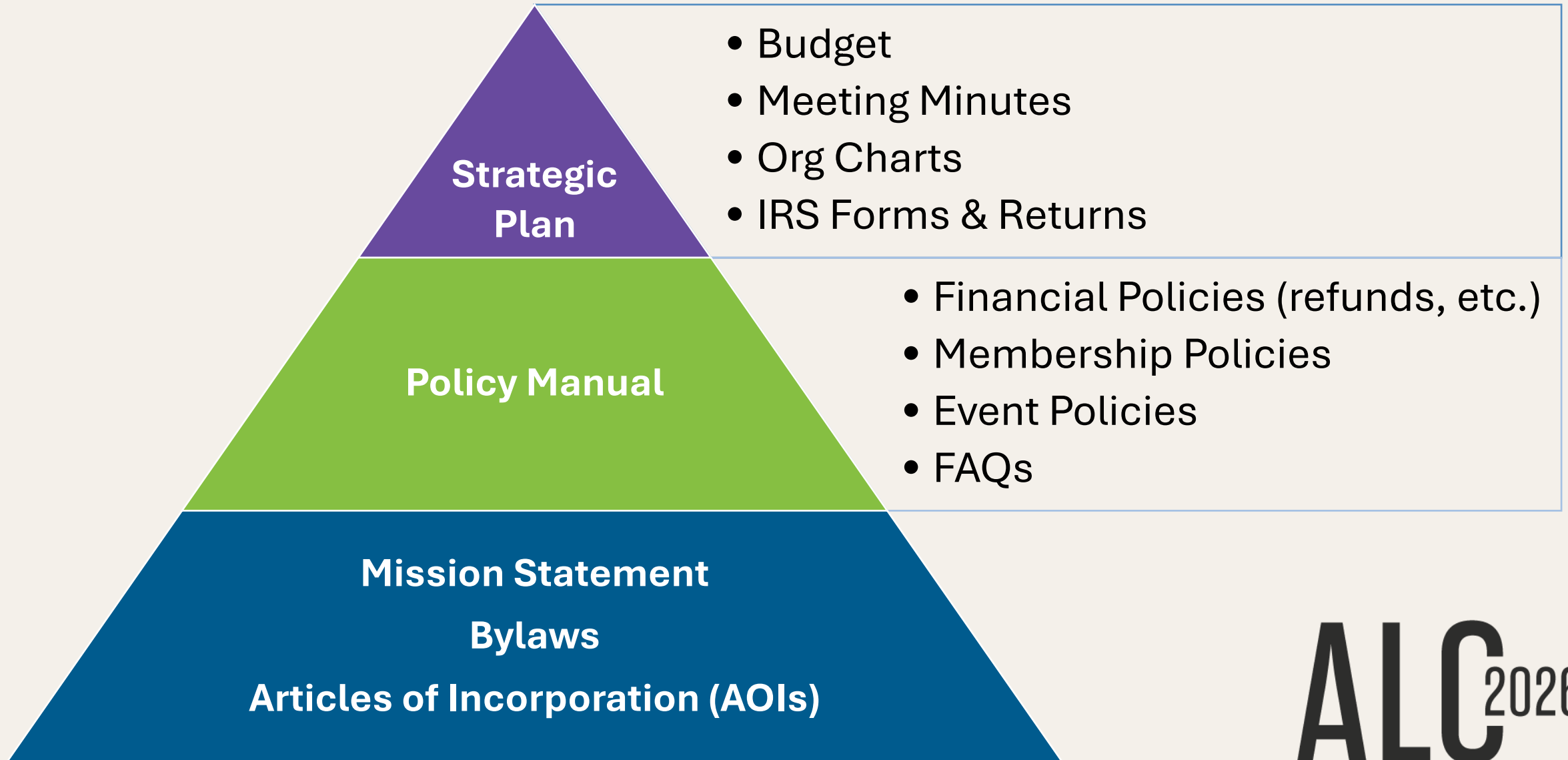
ALL documents must conform with the following:

- State Statutes (ex. Florida State Statute 617)
- IRS 501(c)3 Statutory Requirements
- Articles of Incorporation



Ignoring the provisions of the Bylaws, or having poorly defined Bylaws, is a serious legal mistake.

Governance Documents



Fiduciary (Legal) Duties

Duty of Care

Requires leaders to use reasonable care and good judgment in making decisions on behalf of the interests of the organization.

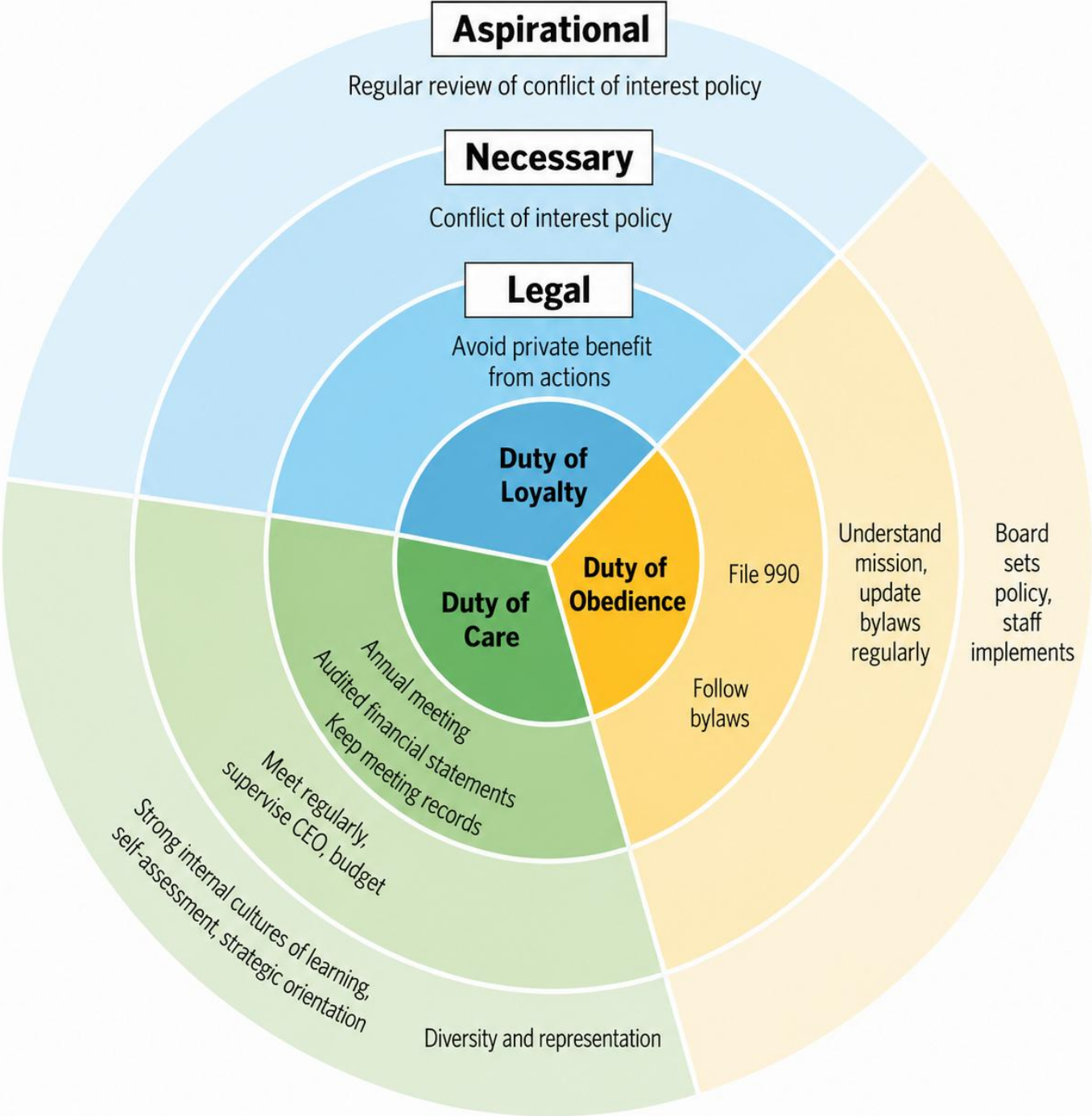
Duty of Loyalty

Requires leaders to be faithful to the organization, avoiding conflicts of interest.

Duty of Obedience

Requires leaders to comply with governing documents (i.e. bylaws, articles of incorporation, policies, etc.)

Goal Setting



Board Responsibilities

1. Determine Mission & Purpose

2. Select the Chief Executive*

3. Support & Evaluate the Chief Executive*

4. Ensure Effective Planning

5. Monitor & Strengthen Programs

6. Ensure Adequate Financial Resources

7. Protect Assets & Financial Oversight

8. Build a Competent Board

9. Ensure Legal & Ethical Integrity

10. Enhance Public Standing

Strategic Planning Basics

A strategic plan is a key governance document that aligns board and staff around shared goals. Effective boards lead this process.



What can I take back to my chapter?

What top 3 ideas will you take back to your chapters?

What questions will you ask your Board when you get back?

What would you like to learn more about?



Application Activity – Trivial Pursuit

Rules:

- Each table is a team & teams must stay together
- Each table has a stack of questions (by color)
- Each team must correctly answer a question at each table to collect a color wedge
 - If you answer incorrectly, circle to another table, then go back
- Teams must move from table to table
- First team to fill the pie, wins!

Wrap Up, Questions, & Takeaways

Chapter Governance Responsibility Map (handout)

Governance Health Check (handout)

Decision Ownership Guide & Conversation Starters (handout)



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