

WACOSA
Board of Directors Responsibilities

1. The Board:
 - Defines and is committed to the mission and purpose of WACOSA.
 - Establishes policies for WACOSA.
 - Plans for the future of WACOSA.
 - Sets objectives for WACOSA.
2. The Board employs the necessary staff that will function under the policies adopted by the Board to affect the purposes of the corporation. In doing so, the WACOSA Board selects and hires the Executive Director and annually evaluates his/her performance.
3. The Board approves WACOSA’s annual audit and budget and ensures that resources are managed effectively.
4. Board members are expected to participate in, recruit and promote financial support for WACOSA’s programs and services from sources such as business, labor, industry and private foundations, voluntary agencies and the general public, as well as one’s personal connections in the community.
5. Board members establish governance policies, which include adherence to the duties of Care, Loyalty and Obedience as outlined by the State Attorney General.
6. Board members promote and enter into working agreements with other social service and educational agencies, both public and private that provide services to individuals with disabilities.
7. The Board ensures that WACOSA has effective organizational planning.
8. Board members ensure that WACOSA remains focused on its mission and reviews and evaluates, periodically, the services provided by WACOSA, which will be made available to its consumers and public.
9. Board members are expected to maintain consistent attendance and active participation at board and committee meetings.
10. Each Director will actively participate in at least one assigned Board Committee. Regular attendance is encouraged. Directors should serve on those committees that can benefit from their expertise, background or interest.
11. Each Director has a vote in every matter that comes before a Board or Committee meeting and the President may vote only in the event of a tie. In the case of a possible conflict of interest that Director shall abstain from voting. No proxy votes shall be allowed. The Board shall take action by the affirmative vote of a majority of directors present at a duly held meeting. Once a motion is passed, all Directors are expected to support the decision.
12. A Director is expected to be an active advocate for WACOSA and its programs.
13. The Board is responsible to conduct a self-evaluation and to evaluate the effectiveness of the Board annually.
14. A Director will follow the Board Member’s Code of Ethical Conduct and the Conflict of Interest Policy, and annually sign statements regarding these items.
15. The Board ensures that WACOSA remains in compliance with all Minnesota state, as well as, federal rules and regulations.
16. Board members exercise any additional responsibilities which the Board agrees to establish for itself as required for the effective operation of the corporation.

Board Representative

Date

Steve Howard, Executive Director

Date