

Board of Directors

Purpose and Responsibilities

The broad purpose of VOCAL's board of directors is to guide-the organization effectively:

- Working to ensure-VOCAL is operating within all applicable local, state and federal laws
- Working to ensure VOCAL is earning its money honestly and spending it responsibly, and approving the annual budget
- Adopting programs, policies, and procedures most conducive to carrying out VOCAL's mission
- Taking an active role in raising funds for the organization
- Evaluating the Executive Director

As individuals, board members:

- Are committed to VOCAL, its mission, and its vision, and agree to work hard on its behalf
- Are highly involved with VOCAL, and still maintain perspective
- Do not concern themselves with the day-to-day running of the VOCAL, yet know what is needed to get the job done
- Are able to set priorities and provide valuable evaluation of program, budget and personnel
- Agree to be called upon to help in whatever ways they are able
- Bring in ideas, opinions and support from their friends, relatives, neighbors and colleagues
- Are a combination of ambassador and salesperson for VOCAL
- Provide encouragement and appreciation of staff effort
- Are like-minded individuals who can celebrate victories and provide comfort and support for solutions when things go wrong
- Provide personal expertise to the organization
- Act as a liaison with the community at large, representing the organization to external supporters and donors

Statement of Agreement

As a Board member of VOCAL, I understand that my duties and responsibilities include the following:

1. I am morally responsible for the health and well-being of this organization. As a member of the board, I have pledged myself to help realize the mission, which is a variety of means of support for people using mental health services.
2. I am legally responsible, along with the other board members, for this organization. I am responsible to know and approve all policies and programs, and to oversee the implementation of policies and programs.
3. I am fiscally responsible, with the other board members, for this organization. It is my duty to know what our budget is, and to be active in planning that budget, and plan the fundraising to meet that budget.
4. I will give what is a personally significant donation. I may give this as a one-time donation each year, or I may pledge to give a certain amount several times during the year.
5. I will actively engage in fundraising for this organization, in whatever ways are best suited for me. This may include individual solicitation, helping plan special events, or writing letters. There is no set amount of money that I must raise because I am making a good faith agreement to do my best and bring in as much money as I can.
6. Every year I will attend 6 regular board meetings pursuant to the VOCAL bylaws, the VOCAL Statewide Conference, including the annual meeting and following special board meeting, one strategic planning session, various board training sessions, and participate in at least one board committee and be available for phone consultation.
7. I understand that no quotas have been set, that no rigid standards of measurement and achievement have been formed. Every board member is making a statement of faith about every other board member. We are trusting in each other to carry out the above agreements to the best of our ability, each in our own way, with knowledge, approval and support of all. I know that if I fail to act in good faith, I must resign.

In turn, VOCAL is responsible to me in a number of ways:

1. Updated financial reports that demonstrate the financial health of the organization will be provided at each regular board meeting.
2. Any Board member can call on the staff to discuss program and policy, goals, and objectives during Board meetings or retreats.
3. Board members and staff will respond in a straightforward and thorough fashion to any questions I have that I feel are necessary to carry out my fiscal, legal, or moral responsibilities to this organization.

Signature _____

Date _____