



Association of Fundraising Professionals ***Long Island Chapter***

Board Member Responsibilities

The AFP Long Island Chapter Board of Directors are elected trustees who act on behalf of the organization's membership and in concert with other key constituents including the local philanthropic community, service recipients, funders, and the government. Under a charter issued by AFP* International, the chapter Board of Directors has the principal responsibility for fulfillment of the AFP mission on Long Island and the legal accountability for the chapter's operations.

Understand the mission and purpose. Be well informed and able to communicate AFP's mission and goals, policies and practices, significant programs and accomplishments.

Ensure effective planning. Actively participate in the overall planning process by attending all Board meetings and assist in implementing and monitoring action items. Three unexcused absences in succession may result in board review.

Monitor, and strengthen programs and services. Actively participate, chair or co-chair, a Board approved committee and share responsibility for coordinating a program or administrative function consistent with the organization's mission and monitor effectiveness.

Ensure adequate financial resources. Board members are financially responsible for the chapter and responsible for securing adequate resources for the organization to fulfill its mission. Make an annual, minimum financial contribution to Be the Cause or the chapter of \$100, support chapter sponsored fundraising initiatives, and garner support from the community.

Protect assets and provide proper financial oversight. Assist in developing the annual budget and ensure that proper financial controls are in place.

Build a competent Board. Assume responsibility for seeking qualified candidates, recruit and orient new members as well as periodically and comprehensively evaluate the Board performance.

Ensure legal and ethical integrity. Assume responsibility for adherence to legal standards and ethical norms. The Code of Ethical Principles and Standards can be found on the www.afpglobal.org website.

*The Association of Fundraising Professionals (AFP) is the professional association of individuals and organizations that generate philanthropic support for a wide variety of charitable institutions. Founded in 1960, AFP advances philanthropy through its 27,000 members in more than 240 chapters throughout the world. AFP has inspired global change and supported efforts that have generated over \$1 trillion. AFP's individual and organizational members raise over \$115 billion annually.