

SOUTHWEST LENDING CLOSET, INC.
Responsibilities of Members of the Board of Directors – Policy
Effective January 1, 2019

Observing at The Closet

In order to have a basic understanding of the operations at The Closet, all members of the Board of Directors are expected to be an observer during at least one “3-hour” operating shift each year. During this observation, the Board Member will gain an understanding of the processes associated with client transactions, the flow of business, and the variety of tasks required. The expectation is that the Board Member will “work” a full shift – arriving at least five minutes before opening and leaving with the volunteers as a group. This experience will assist Board members in decision-making regarding Closet operations.

If possible, Board Members with the time to do so are always encouraged to undergo volunteer training and actually work as a volunteer at The Closet. Those Board Members who serve as a regular volunteer at The Closet, are exempt from this annual observation.

Financial Support of the Southwest Lending Closet

1. “Give and/or Get”. All members of the Board of Directors are expected to support the operations of The Closet annually by either making a financial gift to the Southwest Lending Closet or to “getting” another individual to make such a gift. The amount of the gift is determined solely by each individual Board Member.
2. Closet Fundraising Functions. Each member of the Board of Directors is expected to assist in raising money through capital campaigns as well as attend and assist in publicizing and selling tickets for fundraising events sponsored by the Board of Directors. The Board will provide all necessary tools and training to assist in these activities.

It should be noted, that more and more foundations and organizations to whom the Southwest Lending Closet will be seeking funding through grants and other types of financial support, now require that the requesting nonprofit organization report the percent of its board members who financially supported the organization in a given calendar year. Some funding organizations require 100%.

Board Meeting Attendance

Each member of the Board of Directors is expected to attend Board meetings regularly. Article IV (Board of Directors), Section 5 (Unexcused Absences) of our Bylaws states: “Should a Director of the Board have more than two consecutive absences, unexcused by the President, that Director may be removed by a vote of sixty percent of the Board.”

Board Committee Participation

The board committee structure of The Southwest Lending Closet is vital to accomplishing the fiduciary and operational obligations of the organization. The work of these committees also enables board meetings to be efficient and conducted in a timely manner. Each member of the Board of Directors is expected to actively serve on at least one standing committee and to attend such meetings regularly.