Board and Committee Duties

ROE Foundation Board Duties

* Annually review the organization’s mission and purpose
* Develop a well-defined structure of effective committees with clear purposes and tasks
* Understand legal requirements and restrictions for Boards
* Define and apply articles of incorporation and by-laws
* Develop a strategic direction for Board and organization
* Develop a process and timeline for Board recruitment based on specific criteria and needs
* Require an organizational annual report
* Approve all contracts and policies for the organization
* Oversee effectiveness of programs and services
* Create, approve and monitor Board policy
* Finalize and approve annual Board and organization budgets
* Ensure annual audit of organization accounts

Executive Board Duties

* Plan agenda for Board meetings
* Ensure committees are meeting their objectives and are prepared for Board presentations
* Oversee financial management, procedures/controls, budget and audit
* Ensure compliance with all organizational policies and laws
* Acts on behalf of the Board for on-demand activities that occur between meetings, presented later to the Board for review

Award Committee Duties

* TBD