

## Preface

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The nonprofit organization board development material in this notebook deals with the new work environment that faces our nonprofit and voluntary organization boards. This is a fresh look at practices and trends in the private and public sector of society that affects the diversity of board composition, values and effectiveness. Our population demographics are changing and the pace of social change is increasing. Everyone demands accountability. Our nonprofit organization boards must change to reflect these local interests and concerns. It is important that board members share a similar concept of the organization's vision and dream, how it plans to accomplish that dream and how it will reach defined goals effectively.

The curriculum appearing in this notebook addresses the higher standards of responsibility and accountability experienced by nonprofit organization boards. It addresses board liability and service obligations. A board member's responsibility must address conflicts of interests, regular attendance at meetings, and accurate records of board decisions. By-laws must be realistic and followed. Risk management is at the forefront of all nonprofit organization thinking. In a litigious society, all risk to board members, staff, volunteers, and constituents must be reduced. This unit addresses insurance coverage and bonding for board members and key personnel.

Board Governance is changing to meet today's community and organizational leaders' demands. Service on boards must take into consideration the members' time constraints, personal interests and service obligation links to the organization's constituents, stakeholders and customers. Board size, terms of office and recruitment are important ingredients in organizational success and effectiveness.

The curriculum outlines the typical duties and responsibilities of each of the officers of the organization, board members, organization staff and individuals responsible for volunteer supervision. The curriculum also addresses the importance of and methods to achieve positive board-staff, board-board chair, board-chair and staff and staff-volunteer relations. It touches on guidelines for dealing with fragmented boards and apathetic boards. This calls for evaluation and assessment of service goals, key personnel and stakeholders. The workshop materials address suggested time schedules for financial record audits and operational procedure assessments.

Perception is reality in the nonprofit world. Image is related to all elements of board responsibilities, marketing, fund raising, medial relations, public relations and financial management. Image and positive public relations are essential for nonprofit and voluntary organization survival. The curriculum addresses what nonprofit and voluntary organizations can do to enhance their marketing edge and place the public spotlight on the customers and constituents served.